

## **Appendix 1**

### **Library Resources**

LRU library is committed to providing access to informational and educational resources for all students. The library is open Monday, Tuesday and Thursday from 8 a.m. to 9 p.m., and Wednesday and Friday from 8:00 a.m. to 4:30 p.m. Library is open on select Saturdays.

The library has a collection of over 63,000 print volumes, 100,000 electronic books, 750 audio-visuals, etc. The library provides access to about 100 electronic databases made available through the GALILEO (Georgia Library Learning Online) statewide consortium. Students, faculty, and staff can access the library's online databases from an off-campus location by logging into the library's remote access system.

Books and other media requests are available to LRU faculty, staff and students who are able to pick up materials at the Library. LRU library extends this service to online students through mail delivery. This service is available to current online students of LRU living within the US including Alaska, Hawaii, and Puerto Rico. Materials requested are sent to students by mail at no charge. Students are responsible for returning the library materials. Student can simply request materials they need through telephone, mail, fax, or e-mail. To verify that the items requested are owned by the library, they can consult the online catalog.

LRU students have access to the web-based eBook collection twenty-four hours a day, seven days a week, from any computer with an internet connection. The collection is searchable by every word in every book or by words within a selected eBook. The majority of the eBooks are in PDF format and downloadable.

Students, faculty, and staff can use the library's research help service both face-to-face and remotely, via email, phone, and online chat. To help students learn 24/7 via various media, the Library has created a series of tutorials in multiple formats to use the wide variety of tools and databases the university offers. These tutorials can be accessed online through the library's home page. The library's website and online catalog are available 24/7.

The LRU website describing collection and services is found at <http://www.lru.edu/Content.aspx?page=library>

## Appendix 10

### Student Grievance Policy and Non-Academic Appeals Process

Luther Rice University & Seminary students who have a complaint about any aspect of their experience at the institution should follow the steps below. All requests will be handled confidentially.

1. In accordance with the teaching of Jesus (Matthew 18), the student who has a grievance should first try to resolve the issue with the party or parties involved. This may be done through written correspondence, by phone, or in a face-to-face meeting. If the issue is satisfactorily resolved by such a process, no other action is required.
2. If such a “Summary Disposition” as is detailed in item 1 above does not settle the issue, the student should submit the complaint in writing to [studentservices@lru.edu](mailto:studentservices@lru.edu) or mail it to Student Services Luther Rice University & Seminary, 3038 Evans Mill Road, Lithonia, Georgia 30038. The complaint must include detailed information, including specific dates, times, and the people involved, as well as an account of how the student has sought to resolve the issue up to this point (including copies of all correspondence to and from the parties involved.). The complaint will be submitted to the appropriate administrator by Student Services.
3. The appropriate LRU administrator will review the complaint and send a response to the student within 7 business days. If the student does not believe the complaint was handled properly he/she may submit the complaint in writing including the details from step 2 to the President's Council by emailing it to [studentservices@lru.edu](mailto:studentservices@lru.edu) or mailing it to Student Services Luther Rice University & Seminary, 3038 Evans Mill Road, Lithonia, Georgia 30038.
4. If, after the above steps have been taken, the student does not believe that the complaint was handled properly by the institution, he/she should contact the accrediting agency, Transnational Association of Christian Colleges and Schools at Post Office Box 328, Forest, Virginia 24551, 434-525-9539, or [info@tracs.org](mailto:info@tracs.org).

# IOWA

No: W00820408  
Date: 01/10/2013

## SECRETARY OF STATE

504RFN-449382  
LUTHER RICE UNIVERSITY, INC.

### ACKNOWLEDGEMENT OF DOCUMENT FILED

The Secretary of State acknowledges receipt of the following document:

Certificate of Authority

The document was filed on Jan 8 2013 10:20AM, to be effective as of Jan 8 2013 10:20AM.

The amount of \$25.00 was received in full payment of the filing fee.



  
MATT SCHULTZ SECRETARY OF STATE



Printed on  
Recycled Paper

Appendix 12 –

Certificate of Incorporation from Florida;  
License by Means of Accreditation from Florida;  
Certificate of Authority from Georgia;  
Certificate of Existence from Georgia  
for Luther Rice University, Inc.

# *State of Florida*

## *Department of State*

I certify from the records of this office that LUTHER RICE UNIVERSITY, INC. is a corporation organized under the laws of the State of Florida, filed on June 13, 1962.

The document number of this corporation is 704165.

I further certify that said corporation has paid all fees due this office through December 31, 2012, that its most recent annual report was filed on March 13, 2012, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the Great Seal of Florida, at Tallahassee, the Capital, this the Sixteenth day of October, 2012*

*Ken DeFina*

*Secretary of State*



Authentication ID: 400240884254-101612-704165

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.  
<https://efile.sunbiz.org/certauthver.html>

# FLORIDA DEPARTMENT OF EDUCATION



Pam Stewart  
Commissioner of Education

## STATE BOARD OF EDUCATION

GARY CHARTRAND, *Chair*

ROBERTO MARTÍNEZ, *Vice Chair*

### Members

SALLY BRADSHAW

AKSHAY DESAI, M.D.

BARBARA S. FEINGOLD

JOHN R. PADGET

KATHLEEN SHANAHAN



September 28, 2012

## NOTIFICATION OF LICENSE BY MEANS OF ACCREDITATION - LICENSE # 2590

INSTITUTION: Luther Rice University  
3038 Evans Mill Rd.  
Lithonia, GA 30038

On behalf of THE COMMISSION FOR INDEPENDENT EDUCATION, I am pleased to send you a license, as provided under Ch. 1005, Florida Statutes.

There are three (3) key factors you must keep in mind during your period of licensure:

1. You are licensed to teach only the program(s) approved by your accrediting agency.
2. You must report to the Commission any significant change relative to the operation of your institution during the next year of licensure.
3. Any change of ownership and/or control of the institution must be reported immediately along with the required information.

You will be notified before your next annual review submission deadline with information on filing an application.

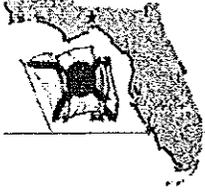
Should you need further assistance, please contact Mary Hamm at (850) 245-3200.

Sincerely,

A handwritten signature in cursive script that reads "Samuel L. Ferguson".

Samuel L. Ferguson  
Executive Director  
Commission for Independent Education

SAMUEL L. FERGUSON  
*Executive Director*  
*Commission for Independent Education*



# Commission for Independent Education

Approved Data

## Luther Rice University (ID# 2590)

### Corporation Data

**Name:** Luther Rice University, Inc.

**Foreign or Domestic:** Domestic

**Profit or Non Profit:** Non Profit

### Address Data

3990 Loretto Road  
Mandarin, FL 32223  
Duval County

### Contact Data

**Contact:** Dr. James L. Flanagan

**Phone:** (770) 484-1204 **Phone Ext:**

**Fax:** (770) 484-1155

**E-Mail:** jflanagan@lru.edu

**Web Site:** www.lru.edu

### License Data

**Lic #:** 2590 **Campus Type:** Main

**Lic Status:** License By Means of Accreditation

**Program Specialist:** Mary Hamm

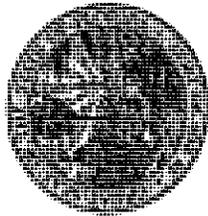
**Annual Review Date:** 9/30/2013

Accredited by:	Level of Accreditation:	Last Granted:	Renewal Date:	Next visit Scheduled:
TRACS	Institutional	11/30/2005	11/30/2015	07/01/2015

Program Title as Licensed:	Hours:		Degree Type:	Credential:
	Clock	Credit		
Apologetics		36	MA	Masters
Biblical Counseling		36	MA	Masters
Christian Studies		36	MA	Masters
Divinity		90	Mdiv	Masters
Leadership		36	MA	Masters
Ministry		30	Dmin	Doctoral
Religion		120	BA	Bachelors

Mary Hamm  
Program Specialist

Commission for Independent Education



COMMISSION FOR INDEPENDENT EDUCATION  
LICENSE BY MEANS OF ACCREDITATION

This is to certify that  
Luther Rice University  
3990 Loretto Road  
Mandarin, Florida 32223  
Is hereby licensed to offer program(s) of instruction

Under the provisions of Chapter 1005, Florida Statutes and Chapter 6E, Florida Administrative Code for the period beginning:

10/1/2012

*Samuel Ferguson*

Executive Director

2590

License Number

*F. Kelly*

Commission Chairperson

This license is non-transferable, non-assumable, and shall be rendered null and void upon any change in ownership of the licensee.



**Nonpublic Postsecondary Education Commission**

2082 East Exchange Place, Suite 220

Tucker, Georgia 30084-5305

(770) 414-3300

Fax (770) 414-3309

December 19, 2011

**Nathan Deal**

Governor

**William C. Crews**

Executive Director

Dr. James Flanagan  
Chancellor  
Luther Rice University, Inc.  
3038 Evans Mill Road  
Lithonia, Georgia 30038

Dear Dr. Flanagan:

Your Certificate of Authorization is enclosed and should be posted prominently at your institution. Having met the requirements for this Certificate of Authorization, your school may use the following statement in advertising, if you so desire: "Authorized by the Georgia Nonpublic Postsecondary Education Commission."

**It is important that you review your catalog, web site, Exhibit E forms, and all other marketing materials and make certain that the names of all programs are exactly consistent with this certificate.**

Please be reminded that you must apply for renewal of this authorization two months prior to the expiration date stated.

We appreciate your cooperation in following Georgia regulations and operating under the terms of the law. If this office can be of assistance to you, let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "Shelvey Holland".

Shelvey Holland  
Standards Administrator

Nonpublic Postsecondary Education Commission

# Certificate of Authorization

*This is to certify that*

## **Luther Rice University**

3038 Evans Mill Road  
Lithonia, Georgia 30038

*Meets the requirements of the Nonpublic Postsecondary Education Commission  
to offer instruction in*

Apologetics M.A.  
Biblical Counseling M.A.  
Christian Studies M.A.  
Divinity M.Div.  
Leadership M.A.  
Ministry D.Min.  
Religion B.A.

Certificate Number 41

Authorization  
From:

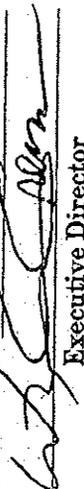
February 1, 2012

January 31, 2013

To:



In witness whereof I have hereunto affixed my  
signature this date December 19, 2011

  
Executive Director

C - Certificate A - Associate B - Bachelor M - Master D - Doctorate

# STATE OF GEORGIA

## Secretary of State

Corporations Division  
313 West Tower  
2 Martin Luther King, Jr. Drive  
Atlanta, Georgia 30334-1530

### CERTIFICATE OF EXISTENCE

I, Brian P. Kemp, Secretary of State and the Corporations Commissioner of the state of Georgia, hereby certify under the seal of my office that

#### LUTHER RICE UNIVERSITY, INC.

##### Foreign Non-Profit Corporation

was formed or was authorized to transact business on 12/09/1988 in Georgia. Said entity is in compliance with the applicable filing and annual registration provisions of Title 14 of the Official Code of Georgia Annotated and has not filed articles of dissolution, certificate of cancellation or any other similar document with the office of the Secretary of State.

This certificate relates only to the legal existence of the above-named entity as of the date issued. It does not certify whether or not a notice of intent to dissolve, an application for withdrawal, a statement of commencement of winding up or any other similar document has been filed or is pending with the Secretary of State.

This certificate is issued pursuant to Title 14 of the Official Code of Georgia Annotated and is prima-facie evidence that said entity is in existence or is authorized to transact business in this state.



WITNESS my hand and official seal of the City of Atlanta and the State of Georgia on 11th day of September, 2012

Brian P. Kemp  
Secretary of State

Appendix 13 –  
Course Schedules: Fall 2012 & Spring 2013

# LUTHER RICE UNIVERSITY

*Preparing Tomorrow's Leaders for Tomorrow's Challenges through Christian Higher Education*

## FALL 2012 Bachelor-Level On-Campus Courses

BH 101	Biblical Research Methods	Dieringer	Tue 8:30a-12:30p
EN 101	English Composition I	Latimer	Mon 8:30a-11:30a
EN 201	Public Speech	L. Brown	Fridays
EV 203	Spiritual Formation	Cocar	Mon 8:30a-11:30p
HI 101	World Civilizations I	J. Henderson	Saturdays
MA 201	College Algebra	Fleming	Tue 6:30p-9:30p
MU 102	Music	Pattison	Thu 6:30p-9:30p
NT 401	Life of Christ	M. Owens	Thu 8:30a-12:30p
NT 402	Acts	M. Owens	Mon 6:30p-9:30p
OT 101	Old Testament Survey	Skinner	Thu 6:30p-9:30p
PH 101	Critical Thinking	Dicks	Mon pm
PH 201	Philosophy of Religion	S. Henderson	Tue 6:30p-9:30p
PH 431	Apologetics	Posey	Saturdays
SC 103	Physical Science	Mapes	Thu 1:30-4:30p
SO 333	Marriage and Family Counseling	Atkins	Saturdays
TH 201	Survey of Theology I	Haller	Saturdays
TH 402	Eschatology	Skinner	Skinner

FALL 2012  
Bachelor-Level Online Courses

BC 320	Introduction to Biblical Counseling	Atkins
BC 360	Methodology in Biblical Counseling	Atkins
BC 421	Theological Foundations in Biblical Counseling	Kerlin
BC 460	Biblical Counseling in Ministry	Kerlin
BC 490	Biblical Counseling Practicum	Atkins
BH 201	Biblical Interpretation	Skinner
EN 102	English Composition II	Latimer
EN 333	World Literature	Latimer
EV 101	Personal Evangelism (Mini-Term I)	Coleman
EV 203	Spiritual Formation (Mini-Term I)	Cocar
HI 102	World Civilizations II	J. Henderson
HI 202	Church History	M. Jones
HI 401	American History and Government	J. Henderson
MI 202	Survey of Christian Missions	H. Owens
NT 102	New Testament Survey (Mini-Term II)	Redman
NT 401	Life of Christ	M. Owens
NT 402	Acts	M. Owens
NT 437	Corinthian Epistles	M. Owens
NT 470	Revelation	Skinner
OT 101	Old Testament Survey (Mini-Term I)	Redman
OT 303	Genesis	Stewart
OT 332	Minor Prophets	Patterson
PA 301	Leadership	Cocar
PA 302	Pastoral Work (Mini-Term II)	Cocar
PA 310	Principles of Biblical Exposition	Woods
PA 401	Principles of Church Administration	Thomas
PA 405	Intern Practicum	Thomas
PH 101	Critical Thinking	Leonard
PH 201	Philosophy of Religion	Leonard
RW 100	Introduction to Theological Research and Writing	Latimer
SO 401	World Religions	Leonard
TH 201	Survey of Theology I	M. Jones
TH 202	Survey of Theology II	M. Jones
TH 321	Christology	Dieringer
TH 401	Ecclesiology	M. Jones

FALL 2012  
Master-Level On-Campus Courses

BH 501	Intro to Biblical Hermeneutics	Arnett	THU 8:30a-12:30p
CM 701	Church Ministry and Management	Guthrie	Thu 1:30p-4:30p
CO 526	Foundations of Biblical Counseling	Cobb	Thu 1:30p-4:30p
CO 629	Biblical Crisis Counseling and Pastoral Care	Cobb	Thu 6:30p-9:30p
HI 522	Church History	Jaggar	Saturdays
LD 512	Theological Foundations of Leading and Following	Ricketson	Thu 1:30p-4:30p
NT 520	New Testament Introduction	W.Wilson	Tue 8:30a-12:30p
NT 524	First Corinthians	W.Wilson	Mon6:30p-9:30p
PH 520	Logic	S. Henderson	Tue 1:30p-4:30p
TH 525	Systematic Theology I	Kinnebrew	Fridays

FALL 2012  
Master-Level Online Courses

BE 521	Essentials of Biblical Exposition	Guthrie
BE 522	Practical Biblical Communication	Guthrie
BE 523	Christian Rhetoric	Guthrie
BH 501	Introductions to Biblical Hermeneutics	Arnett
CM 520	Ministerial Duties	Meyers
CM 530	Edeucational Ministries	Kreutzer
CM 711	Intern Practicum	Thomas
CM 730	Introductions to the Ministry of Chaplaincy	Mohler
CO 526	Foundations of Biblical Counseling	Kerlin
CO 528	Biblical Counseling and Helping Skills	Cobb
CO 620	Biblical Counseling in Marriage and Family	Mills
CO 626	Biblical Counseling Issues, Ethics, and Legal Concerns	Cobb
CO 628	Biblical Counseling Methodology	Cobb
CO 700	Biblical Counseling Practicum	Cobb
ED 520	Methods of Teaching	Kreutzer
EV 520	Theology and Practice of Evangelism (Mini-Term II)	Coleman
EV 710	Principles of Church Growth	Coleman
GR 531	Greek Grammar I	W. Wilson
HI 522	Church History	Jaggar
HI 622	American Christianity	Jaggar
LD 511	Leader/Follower Theories and Practice	Ricketson
LD 515	Principles of Strategic Planning (Min-Term II)	Ricketson
LD 516	Conflict Resolution (Mini-Term I)	Ricketson
LD 517	Servant Leadership	Erickson
MI 520	Missions Perspectives	H. Owens
MI 620	World Religions	Leonard
MI 625	Non-Traditional Beliefs	Gordon
NT 520	New Testament Introduction	Arnett
NT 530	New Testament Theology	W. Wilson
NT 605	Gospel of John	W. Wilson
NT 610	Romans (Mini-Term II)	Arnett
OT 520	Old Testament Introduction	Phillips
OT 530	Old Testament Theology	Phillips
OT 615	Minor Prophets	Phillips
RW 500	Introduction to Research	Latimer
TH 525	Systematic Theology I	Kinnebrew
TH 526	Systematic Theology II	Mapes
TH 535	Apologetics	S. Henderson
TH 538	The Resurrection (Seminar in Apologetics) (Mini-Term I)	Kinnebrew
TH 545	Spiritual Formation	Kinnebrew
TH 561	Values and Ethics	S. Henderson
TH 710	Ecclesiology	Kinnebrew
TH 730	Worldviews and Origins	Mapes

FALL 2012  
Doctoral-Level Courses

DMRW 800	Research and Writing	Guthrie	On-Campus Aug. 20-24, 2012
DMBT 821	Critical Theological Perspectives	Mapes	On-Campus Aug. 27-31, 2012
DMAL 831	Leadership Development for the 21 <sup>st</sup> Century	Ricketson	Online Course
DMPC 827	Advanced Biblical Counseling	Cobb	Online Course

# **SPRING 2013**

## **Student Course Schedule Planner**

---

### **LUTHER RICE UNIVERSITY AND SEMINARY**

#### **CONTENTS**

Academic Calendar	2
Important Information	4
Frequently Answered Questions	5
Bachelor-Level Course Schedule Spring 2013	6
Master-Level Course Schedule Spring 2013	8
Doctoral-Level Course Schedule 2012-2013	10



## Academic Calendar

### Summer 2012

July	1	2012-2013 Academic Year Begins
	4-5	Independence Day Holiday – Offices Closed
	23	Last Day to Drop Semester Course with “WP” or “WF”
	24	Deadline to Apply for Financial Aid for Fall Semester
August	20-24	Doctoral Modules
	25	New Student Orientation
	26	End of Summer Semester
	27-31	Doctoral Modules

### Fall 2012

September	3	Labor Day Holiday – Offices Closed
	4	Deadline to Register for Fall Semester
	4	Fall Semester-Length and Mini-Term I Classes Begin
	4-10	Late Registration Period for Semester-Length Classes (Late Fees Apply)
	10	Deadline to Apply for Financial Aid for Mini-Term II
	10	Last Day to Drop Semester-Length and Mini-Term I Classes with “WD”
	22	Bioethics Conference: Begotten or Made? The Ethical Limits of Reproductive Medicine
October	1	Last Day to Drop Mini-Term I Classes with “WP” or “WF”
	5-6	The Leading/Following Forum: Exploring New Ideas in the Relationships between Leaders and Followers from a Christian Worldview
	15	Graduation Packet Available Online
	22	Deadline to Register for Mini-Term II Online Classes
	22	Start of Mini-Term II Online Classes
	28	End of Mini-Term I Online Classes
November	19	Last Day to Drop Semester-Length and Mini-Term II Classes with “WP” or “WF”
	21-23	Thanksgiving Holidays – Offices Closed
December	3	Deadline to Apply for Financial Aid for the Spring Semester
	16	Last Day of Fall Semester-Length and Mini-Term II Classes
	24-28	Christmas Holidays – Offices Closed

### Spring 2013

January	1	New Year’s Day Holiday Observed – Offices Closed
	5	New Student Orientation
	7-11	Doctoral Modules
	14	Deadline to Register for Spring Semester
	14	Spring Semester-Length and Mini-Term I Classes Begin
	14-18	Late Registration Period for Semester-Length Classes (Late Fees Apply)
	18	Last Day to Drop Semester Classes with “WD”
	21	Martin Luther King, Jr., Holiday – Offices Closed
	21	Deadline to Apply for Financial Aid for Mini-Term II
February	1	Graduation Applications Deadline for May 2013
	11	Last Day to Drop Mini-Term I Classes with “WP” or “WF”
March	10	End of Mini-Term I Online Classes
	11	Last Day to Register for Mini-Term II Online Classes
	11	Start of Mini-Term II Online Classes

	18-21	Missions Conference
	23	Luther Rice Day (Luther Rice, b. 1783)
	29	Good Friday Holiday – Offices Closed
April	1	Last Day to Drop Semester-Length Classes with “WP” or “WF”
	1-5	Spring Break – On-Campus Classes Do not Meet
	8	Last Day to Drop Mini-Term II Classes with “WP” or “WF”
	28	Last Day of Spring Semester-Length Online Classes
	29	Deadline to Apply for Financial Aid for Summer Semester
May	4	Last Day of Spring Semester On-Campus Classes
	5	Last Day of Mini-Term II Online Classes
	16	Graduation Banquet
	17	Commencement Exercises
	27	Memorial Day Holiday – Offices Closed
<b>Summer 2013</b>		
June	3	Deadline to Register for Summer Semester
	3	Summer Semester Classes Begin
	3-7	Doctoral Modules
	3-10	Late Registration Period for Semester-Length Classes (Late Fees Apply)
	10	Last Day to Drop Semester Classes with a “WD”
July	1	2013-2014 Academic Year Begins
	4-5	Independence Day Holiday – Offices Closed
	22	Last Day to Drop Summer Class with “WP” or “WF”
	29	Deadline to Apply for Financial Aid for Fall Semester
August	19-23	Doctoral Modules
	24	New Student Orientation
	25	End of Summer Semester
	26-30	Doctoral Modules
<b>Fall 2013</b>		
September	2	Labor Day Holiday – Offices Closed
	3	Deadline to Register for Fall Semester
	3	Fall Semester-Length and Mini-Term I Classes Begin
	3-10	Late Registration Period for Semester-Length Classes (Late Fees Apply)
	9	Deadline to Apply for Financial Aid for Mini-Term II
	10	Last Day to Drop Semester-Length and Mini-Term I Classes with “WD”
	21	Last Day to Register for Mini-Term II
	30	Last Day to Drop Mini-Term I with “WP” or “WF”
October	14	Graduation Packet Available Online
	21	Start of Mini-Term II
	27	End of Mini-Term I
November	18	Last Day to Drop Semester-Length and Mini-Term II Classes with “WP” or “WF”
	27-29	Thanksgiving Holidays – Offices Closed
December	2	Deadline to Apply for Financial Aid for Spring Semester
	15	Last Day of Fall Semester

# IMPORTANT INFORMATION

## Academic Advising

Need help deciding which courses to take this semester? Do not unknowingly take a course that is unnecessary for your degree program. Contact an Academic Advisor for guidance with your course selections and degree progress. Call or visit your Academic Advising Office during normal operating hours. You may also contact an advisor via email to [aao@LRU.edu](mailto:aao@LRU.edu).

### Tuition Payment Plans

Take advantage of these convenient payment plans by using the e-Cashier option on the Method of Payment screen as you complete course registration on the Class Browser.

- No interest is charged
- \$25.00 enrollment fee per semester (not per course)
- Payment is by automatic bank draft (ACH) or automatic Credit/Debit card charge

#### Fall 2012

Last day to enroll	Required Down payment	Number of Payments	Months of payments
Aug 31	none	4	Sept-Dec
Sept 24	25%	3	Oct-Dec
Oct 23	50%	2	Nov & Dec

#### Spring 2013

Last day to enroll	Required Down payment	Number of Payments	Months of payments
Jan 3	none	4	Jan-Apr
Jan 22	25%	3	Feb-Apr
Feb 19	50%	2	Mar & Apr

#### Summer 2013

Last day to enroll	Required Down payment	Number of Payments	Months of payments
May 2	none	4	May-Aug
May 21	25%	3	June-Aug
June 20	50%	2	July & Aug

### Textbooks

Students can find and purchase course textbooks online at [www.LRSUBooks.com](http://www.LRSUBooks.com). The textbooks for 2012-2013 courses will become available in the online bookstore thirty (30) days prior to the start of the semester. Please make sure you select the appropriate term when you search and order. Required textbooks vary from semester to semester.

Students may purchase textbooks from any provider but should consider the following advantages of using [www.LRSUBooks.com](http://www.LRSUBooks.com):

- ❖ Book Vouchers: Financial aid students can now use vouchers for books.
- ❖ Integrated Open Marketplace: Instant access to thousands of professional sellers allows students to save an average of 60%—and even use financial aid vouchers to buy used books.
- ❖ Quick Delivery: 2-day delivery available on most orders.
- ❖ Free Shipping: Retail orders from Akademos over \$49 qualify for free shipping.
- ❖ Online Buybacks: Online buyback is available 24/7, with millions of buyers.
- ❖ One-Stop Shopping: New, used, and hard-to-find textbooks, eBooks, rentals.

## FREQUENTLY ANSWERED QUESTIONS

### When and how should I register?

You can register for the fall semester now through the first day of class. Registration for the spring semester will occur later.

### What courses should I take?

The first course you should take is Research and Writing (RW 100 for bachelor students, RW 500 for master students). This course is designed to be completed in a short time frame (30 days maximum) and is offered every month of the year. It will help you prepare to write papers in your other courses. Beyond that, all of our programs have core courses. We highly recommend that you complete these courses before you take electives. Taking English, history, and other general education courses will benefit you more if you complete them early in your program. Also, remember to sequence your coursework appropriately by taking introductions and surveys of a discipline before taking more intensive studies of a subject. Most courses do not have pre-requisites, but some do. So make sure to check the catalog descriptions for those. As always, your Office of Academic Advising can help you decide which courses are right for you each semester. Contact them if you have any questions.

### How many courses should I attempt in a semester?

Since most of our students are adult learners, they have many responsibilities outside of school: full-time employment, church ministry, children at home, and aging parents. These responsibilities sometimes conflict with the effort to complete a program of study, which requires a significant amount of work. Some students, eager to complete their degree as soon as possible, load up on courses only to later find that they must drop some or all of them because of life circumstances, or they realize that they overestimated their ability and availability. While our online program is quite flexible and allows you to complete your degree from home, do not think it is therefore "easy."

We recommend that you start out slowly and see how well you can handle the extra load in your particular situation in life. A full-time load for undergraduate students is 12 hours; for graduate students, it is 9 hours.

### Will the published schedule change?

The schedule is subject to change. However, we will do our best to keep the classes that we have listed. The most likely changes that could take place are changing the assigned professors and adding courses. Since we are publishing a schedule for both the fall and spring semesters, any changes are more likely to affect the spring semester offerings. Be aware that on campus classes occasionally are cancelled due to low student enrollment.

### What happened to the course cycles that were previously published in the catalog?

Due to a variety of factors, the decision was made to no longer publish course cycles in the catalog but instead to publish a course schedule that extends farther than one semester. Rest assured that the courses offered will meet your program needs in the future. Efforts are made to offer most, if not all, required courses for each program each year on campus, and each semester online.

### Why can't I get Advanced Standing anymore?

Advanced Standing was a program that offered graduate credit for undergraduate work. While it was a great benefit to those who had undergraduate degrees in religion, the graduate credit awarded did not reflect an appropriate amount of academic work at the graduate level. Therefore, as of January 1, 2012, we no longer offer Advanced Standing to new enrollees.

### Who do I talk to if I have a problem?

Please talk first to an academic advisor. Our advisors are trained, prepared, and eager to help you succeed in school. If you have issues that an advisor cannot resolve, please contact the Office of Student Development.

# BACHELOR-LEVEL COURSE SCHEDULE

## SPRING 2013

### On-Campus Courses

January 14-May 4

1.	BC 421	Theological Foundations in Biblical Counseling	Kerlin	Fridays A
2.	ED 201	Survey of Christian Education	J. Wilson	Mon 8:30a-11:30a
3.	EN 102	English Composition II	Latimer	Mon 8:30a-11:30a
4.	BU 101	Personal Finance	Hardcastle	Tue 1:30p-4:30p
5.	EV 101	Personal Evangelism	Cocar	Tue 8:30a-12:30p
6.	HI 102	World Civilizations II	J. Henderson	Saturdays A
7.	HI 202	Church History	M. Jones	Saturdays B
8.	MI 202	Survey of Christian Missions	J. Stewart	Mon 1:30p-4:30p
9.	NT 102	New Testament Survey	M. Owens	Thu 8:30a-12:30p
10.	NT 435	Romans	M. Owens	Mon 8:30a-11:30a
11.	NT 470	Revelation	Skinner	Thu 6:30p-9:30p
12.	PA 302	Pastoral Work	Cocar	Mon 1:30p-4:30p
13.	SO 102	Contemporary Ethics	S. Henderson	Tue 6:30p-9:30p
14.	SO 204	Principles of Sociology	Atkins	Fridays B
15.	TH 202	Survey of Theology II	Haller	Thu 8:30a-12:30p
16.	TH 321	Christology	Dieringer	Thu 1:30p-4:30p

Friday classes will meet five times in the semester on the following dates:

#### Schedule A

- January 18, 8:00a-5:00p
- February 8, 8:00a-5:00p
- March 1, 8:00a-5:00p
- March 22, 8:00a-5:00p
- April 19, 8:00a-5:00p

#### Schedule B

- January 25, 8:00a-5:00p
- February 15, 8:00a-5:00p
- March 8, 8:00a-5:00p
- April 12, 8:00a-5:00p
- May 3, 8:00a-5:00p

Saturday classes will meet five times in the semester on the following dates:

#### Schedule A

- January 19, 8:00a-5:00p
- February 9, 8:00a-5:00p
- March 2, 8:00a-5:00p
- March 23, 8:00a-5:00p
- April 20, 8:00a-5:00p

#### Schedule B

- January 26, 8:00a-5:00p
- February 16, 8:00a-5:00p
- March 9, 8:00a-5:00p
- April 13, 8:00a-5:00p
- May 4, 8:00a-5:00p

# SPRING 2013

## Online Courses

Semester-Length: January 14-April 28

Mini-Term I: January 14-March 10; Mini-Term II: March 11-May 5

1	BC 320	Introduction to Biblical Counseling	Atkins
2	BC 490	Biblical Counseling Practicum Modular	Atkins
3	BH 101	Biblical Research Methods <i>(formerly NT 103)</i>	Skinner
4	BH 201	Biblical Interpretation <i>(formerly TH 441 Hermeneutics)</i>	Skinner
5	ED 201	Survey of Christian Education	Kreutzer
6	EN 101	English Composition I	Latimer
7	EN 401	Writing for the Web	Latimer
8	EV 101	Personal Evangelism (Mini-Term II)	Coleman
9	EV 203	Spiritual Formation (Mini-Term II)	Cocar
10	HI 101	World Civilizations I	J. Henderson
11	HI 202	Church History	M. Jones
12	MA 201	College Algebra	Fleming
13	MI 202	Survey of Christian Missions	H. Owens
14	MU 102	Music Appreciation	Pattison
15	NT 102	New Testament Survey	M. Owens
16	NT 102	New Testament Survey (Mini-Term II)	M. Redman
17	NT 401	Life of Christ	M. Owens
18	NT 431	Gospel of John	M. Owens
19	OT 101	Old Testament Survey	J. Stewart
20	OT 101	Old Testament Survey (Mini-Term II)	M. Redman
21	OT 303	Genesis	J. Stewart
22	PA 301	Leadership	Cocar
23	PA 302	Pastoral Work (Mini-Term I)	Cocar
24	PA 401	Principles of Church Administration	Thomas
25	PA 406	Intern Practicum	Thomas
26	PH 301	Worldviews	Leonard
28	PH 431	Apologetics	Posey
29	RW 100	Introduction to Theological Research and Writing	Latimer
30	SC 103	General Physical Science	Mapes
31	SO 102	Contemporary Ethics	S. Henderson
32	SO 201	Principles of Psychology and Counseling	Atkins
33	SO 333	Marriage and Family Counseling (Mini-Term I)	Atkins
34	TH 201	Survey of Theology I	Skinner
35	TH 202	Survey of Theology II	M. Jones
36	TH 310	Creationism	Mapes
37	TH 402	Eschatology	Dieringer

# MASTER-LEVEL COURSE SCHEDULE

## SPRING 2013

### On Campus Courses

January 14-May 4

1.	CM 530	Educational Ministries	G. Jones	Fridays B
2.	CO 626	Bib. Cours. Issues, Ethics, and Legal Concerns	Cobb	Tue 8:30a-12:30p
3.	HI 522	Church History	Jaggar	Saturdays B
4.	LD 514	Leader/Follower Development	Ricketson	Tue 6:30p-9:30p
5.	MI 620	World Religions	Gordon	Thu 1:30p-4:30p
6.	MI 625	Non-Traditional Beliefs	Gordon	Thu 8:30a-12:30p
7.	NT 525	Life of Paul	W. Willson	Tue 1:30p-4:30p
8.	OT 520	Old Testament Introduction	Phillips	Thu 8:30a-12:30p
9.	OT 530	Old Testament Theology	J. Stewart	Saturdays A
10.	TH 526	Systematic Theology II	Mapes	Thu 6:30p-9:30p
11.	TH 535	Apologetics	Kinnebrew	Fridays A
12.	TH 542	Biblical Apologetics (On Location In Israel) <sup>^</sup>	S. Henderson	January 21-30

Friday classes will meet five times in the semester on the following dates:

#### Schedule A

- January 18, 8:00a-5:00p
- February 8, 8:00a-5:00p
- March 1, 8:00a-5:00p
- March 22, 8:00a-5:00p
- April 19, 8:00a-5:00p

#### Schedule B

- January 25, 8:00a-5:00p
- February 15, 8:00a-5:00p
- March 8, 8:00a-5:00p
- April 12, 8:00a-5:00p
- May 3, 8:00a-5:00p

Saturday classes will meet five times in the semester on the following dates:

#### Schedule A

- January 19, 8:00a-5:00p
- February 9, 8:00a-5:00p
- March 2, 8:00a-5:00p
- March 23, 8:00a-5:00p
- April 20, 8:00a-5:00p

#### Schedule B

- January 26, 8:00a-5:00p
- February 16, 8:00a-5:00p
- March 9, 8:00a-5:00p
- April 13, 8:00a-5:00p
- May 4, 8:00a-5:00p

<sup>^</sup>TH 542 counts as a Seminar in Apologetics. Travel expenses are not included in the tuition for TH 542. Travel to Israel with the Luther Rice group is a requirement of the course. Expenses for the trip are to be paid separately. Please contact Dr. Henderson for more information.

## SPRING 2013

## Online Courses

Semester-Length: January 14-April 28

Mini-Term I: January 14-March 10; Mini-Term II: March 11-May 5

1	BE 521	Essentials of Biblical Exposition	Guthrie
2	BE 522	Practical Biblical Communication	Guthrie
3	BH 501	Introduction to Biblical Hermeneutics (formerly TH 530) (Mini-Term I)	Arnett
4	CM 520	Ministerial Duties	Meyers
5	CM 530	Educational Ministries	Kreutzer
6	CM 701	Church Ministry and Management	Guthrie
7	CM 711	Intern Practicum	Thomas
8	CO 526	Foundations of Biblical Counseling	Mills
9	CO 528	Biblical Counseling and Helping Skills	Kerlin
10	CO 620	Biblical Counseling in Marriage and Family	Kerlin
11	CO 628	Biblical Counseling Methodology	Cobb
12	CO 629	Biblical Crisis Counseling	Kerlin
13	CO 700	Biblical Counseling Practicum	Cobb
14	EV 520	Theology and Practice of Evangelism (Mini-Term I)	Coleman
15	EV 710	Principles of Church Growth	Coleman
16	GR 532	Greek Grammar II	W. Wilson
17	HI 522	Church History	Jaggar
18	HI 622	American Christianity	Jaggar
19	LD 512	Theological Foundations of Leading and Following	Ricketson
20	LD 518	Becoming a Following-Leader	Ricketson
21	LD 515	Principles of Strategic Planning	Erickson
22	MI 520	Missions Perspectives	H. Owens
23	MI 620	World Religions	H. Owens
24	NT 520	New Testament Introduction	W. Wilson
25	NT 520	New Testament Introduction (Mini-Term II)	W. Wilson
26	NT 523	Jesus and the Gospels	W. Wilson
27	NT 701	Revelation (Mini-Term II)	J. Davis
28	OT 520	Old Testament Introduction	Phillips
29	OT 520	Old Testament Introduction (Mini-Term II)	Phillips
30	OT 620	Genesis	Phillips
31	OT 624	Daniel	Phillips
32	PH 520	Logic	Leonard
33	RW 500	Introduction to Research and Writing	Latimer
34	TH 525	Systematic Theology I	Kinnebrew
35	TH 526	Systematic Theology II	Mapes
36	TH 535	Apologetics	Mapes
37	TH 541	The Problem of Evil [Seminar in Apologetics]	Leonard
38	TH 545	Spiritual Formation (Mini-Term II)	Kinnebrew
39	TH 561	Values and Ethics	S. Henderson
	TH 562	Issues in Ethics	S. Henderson

# DOCTORAL-LEVEL COURSE SCHEDULE

## 2012-2013

### Module and Online Courses

On Campus Lectures, if indicated, are required. Additional online assignments are required in the semester following the lecture series (August lectures/Fall semester assignments; June lectures/Summer semester assignments). Doctor of Ministry students should register for DMRP 950 the semester that they begin work on their Doctoral Research Project.

The course registration deadline for all modules is thirty (30) days prior to the first day of the campus lectures.

DMRW 800	Research and Writing	Guthrie	On Campus Lectures Aug. 20-24, 2012
DMBT 821	Critical Theological Perspectives	Mapes	On Campus Lectures Aug. 27-31, 2012
DMAL 831	Leadership Development for the 21 <sup>ST</sup> Century	Ricketson	Fully Online Course Sept. 4-Dec. 16, 2012
DMPC 827	Advanced Biblical Counseling	Cobb	Fully Online Course Sept. 4-Dec. 16, 2012
DMRW 800	Research and Writing	Guthrie	On Campus Lectures Jan. 7-11, 2013
DMTM 800	Theology of Ministry	Ricketson	On Campus Lectures Jan. 7-11, 2013
DMPC 929	The Skilled Counselor	Cobb	Fully Online Course Jan. 14-Apr. 28, 2013
DMBC 835	Advanced New Testament Exposition: Gospel of Mark	Guthrie/ Arnett	On Campus Lectures June 3-7, 2013
DMAL 824	Advanced Leadership and Administration	Ricketson	Fully Online Course June 3-Aug. 25, 2013
DMPC 921	Advanced Principles of Family Counseling	Cobb	Fully Online Course June 3-Aug. 25, 2013
DMRW 800	Research and Writing	Guthrie	On Campus Lectures Aug. 19-23, 2013
DMBT 821	Critical Theological Perspectives	Mapes	On Campus Lectures Aug. 26-30, 2013
DMRP 950	Doctoral Research Project	N/A	Consult with your D.Min. advisor

Appendix 14 –

Syllabi: Graduate Course BH 501 & Undergraduate  
Course NT 401

# LUTHER RICE UNIVERSITY AND SEMINARY

BH 501 – Introduction to Biblical Hermeneutics  
Brad Arnett, Ph.D., Associate Professor of New Testament  
Office Location: Williams Hall, second floor  
On-Campus: Monday-Thursday, 9:00 am – 3:00 pm  
(770) 484-1204, ext. 265 (office)  
[BArnett@lru.edu](mailto:BArnett@lru.edu)

## COURSE DESCRIPTION

This course is an introduction to the basic principles and specific guidelines of biblical interpretation. Some attention is given to the historical schools of interpretation, but the focus of the course is on historical-grammatical interpretation and legitimate application of the Scriptures. General principles, such as reliance on the Holy Spirit, paying attention to context, knowing the ancient culture, and recognizing the different types of literary genre, are covered. Specific rules regarding the interpretation of types, symbols, poetry, proverbs, parables, and prophecy are also given.

## COURSE RATIONALE

This Course is *Required* for the fulfillment of the following Program Objective that graduates will be able to:

- Accurately interpret the Bible in light of its historical-grammatical context.

This Course *Supports* the fulfillment of the following Program Objectives that graduates will be able to:

- Communicate biblical and theological truths through preaching, teaching, writing, or in such other ways as may be appropriate.

Course Objectives	Assessment Instruments
<i>This course contributes to the accomplishment of the above mentioned Program Objectives by enabling the student to:</i>	<i>The means for evaluating success in achieving these objectives are:</i>
1. Interpret objectively the Scriptures.	▪ Exegetical Assignments
2. Explain the historical-grammatical method of interpretation of the Scriptures.	▪ Exams and Quizzes
3. Discuss the significance of the historical, cultural, and literary contexts.	▪ Exams and Quizzes
4. Explain the significance of the different genres in the interpretation process.	▪ Exams and Quizzes
5. Differentiate between the biblical and contemporary audiences.	▪ Exams and Quizzes
6. Identify the theological principles in the text and apply them to today's setting.	▪ Exegetical Assignments
7. Demonstrate critical thinking in the area of analysis and synthesis of research data.	▪ Exegetical Assignments

### **COURSE TEXTBOOKS**

An English translation of *The Holy Bible*.

Duvall, J. Scott and J. Daniel Hays. *Grasping God's Word*. 3d edition. Grand Rapids: Zondervan, 2012.

Duvall, J. Scott and J. Daniel Hays. *Grasping God's Word: Workbook*. 3d edition. Grand Rapids: Zondervan, 2012.

Goodrick, Edward W., and John R. Kohlenberger III, eds. *The Strongest NIV Exhaustive Concordance*. Grand Rapids: Zondervan, 1999.

### **COURSE REQUIREMENTS**

1. Attendance. See accompanying Attendance Policy (also located in the Syllabus section of Blackboard).
2. Quizzes. Regular quizzes will be given over the reading assignments.
3. Exegetical Paper. Early in the semester the student will be assigned a passage to study throughout the semester. Various weekly assignments will require the student to apply certain interpretative principles to their passage. The final product will be an exegetical paper that will bring together applications of the principles studied and the actual investigations carried out during the semester.
  - a. The paper is required to be a minimum of fifteen, typed, double-spaced pages and to follow Turabian format.
  - b. The student is expected to incorporate at least ten bibliography resources in the paper, including commentaries, journal articles, and other scholarly works. The bibliography should not include study Bibles or third party internet sources.
  - c. The paper should be created in Microsoft Word format (.doc or .docx) or Portable Document Format (.pdf) and uploaded in the appropriate assignment folders in Blackboard. Please **do not email** assignments to the professor.
  - d. The grade of the paper will account for three areas: content, grammar/style, and form. See Grading Rubric located in the Syllabus section of Blackboard for more information.
4. Midterm Examination. The midterm exam will cover chapters 1-9 in the textbook and associated lectures and assignments.
5. Final Examination. The final exam will cover chapters 10-22 in the textbook and associated lectures and assignments.

### **GRADE DISTRIBUTION**

Quizzes	20%
Exegetical Paper (all sections)	50%
Midterm Examination	15%
Final Examination	15%

## GRADING SCALE OF THE MASTER'S PROGRAMS

95-100	A
88-94	B
78-87	C
70-77	D
Below 70	F

## LATE ASSIGNMENTS

Assignments turned in late will receive a five percentage point deduction for each day late. Exceptions to this rule will be made only in extreme cases. Assignments submitted after the semester is completed will receive no credit.

## SELECTED BIBLIOGRAPHY

- Adler, Mortimer J., and Charles van Doren. *How to Read a Book*. New York: Simon and Schuster, 1972.
- Brown, Jeannine. *Scripture as Communication: Introducing Biblical Hermeneutics*. Grand Rapids: Baker, 2007.
- Dockery, David S. *Biblical Interpretation: Then and Now*. Grand Rapids: Baker, 1992.
- Doriani, Daniel M. *Putting the Truth to Work: The Theory and Practice of Biblical Application*. Phillipsburg, NJ: P & R, 2001.
- Fee, Gordon D., and Douglas Stuart. *How to Read the Bible for All Its Worth*. Third Edition. Grand Rapids: Zondervan, 2003.
- Goldingay, John. *Models for Interpretation of Scripture*. Grand Rapids: Eerdmans, 1995.
- Goldsworthy, Graeme. *Gospel-Centered Hermeneutics: Foundations and Principles of Evangelical Biblical Interpretation*. Downers Grove, IL: IVP, 2006.
- Greidanus, Sidney. *Preaching Christ from the Old Testament: A Contemporary Hermeneutical Method*. Grand Rapids: Eerdmans, 1999.
- Hendricks, Howard G., and William D. Hendricks. *Living by the Book*. Chicago: Moody, 1991.
- Johnson, Elliot E. *Expository Hermeneutics: An Introduction*. Grand Rapids: Zondervan, 1990.
- Kaiser, Walter C., and Moisés Silva. *An Introduction to Biblical Hermeneutics*. Grand Rapids: Zondervan, 1994.
- Klein, William W., Craig Blomberg, and Robert L. Hubbard. *Introduction to Biblical Interpretation*. Revised Edition. Dallas: Word, 2004.
- Köstenberger, Andreas J., and Richard D. Patterson. *Invitation to Biblical Interpretation: Exploring the Hermeneutical Triad of history, Literature, and Theology*. Grand Rapids: Kregel, 2011.
- Kuhatschek, Jack. *Applying the Bible*. Grand Rapids: Zondervan, 1996.
- Lundin, Roger, Clarence Walhout, and Anthony C. Thiselton. *The Promise of Hermeneutics*. Grand Rapids and Cambridge: Eerdmans and Paternoster, 1999.
- Mickelsen, A. Berkeley, and Alvera M. Mickelsen. *Understanding Scripture*. Revised Edition. Peabody, Massachusetts: Hendrickson, 1992.

- Morgan, Robert, and John Barton. *Biblical Interpretation*. Oxford: Oxford University Press, 1988.
- Osborne, Grant R. *The Hermeneutical Spiral*. Downers Grove, Illinois: InterVarsity, 1991.
- Porter, Stanley E., and Jason C. Robinson. *Hermeneutics: An Introduction to Interpretive Theory*. Grand Rapids: Eerdmans, 2011.
- Ramm, Bernard. *Protestant Biblical Interpretation*. Grand Rapids: Baker, 1970.
- Strauss, Mark L. *How to Read the Bible in Changing Times: Understanding and Applying God's Word Today*. Grand Rapids: Baker, 2011.
- Tate, W. Randolph. *Biblical Interpretation*. Peabody, Massachusetts: Hendrickson, 1991.
- Terry, Milton. *Biblical Hermeneutics*. Grand Rapids: Zondervan, 1985.
- Thiselton, Anthony C. *Hermeneutics: An Introduction*. Grand Rapids: Eerdmans, 2009.
- Traina, Robert A. *Methodical Bible Study*. Wilmore, Kentucky: Robert Traina, 1952.
- Virkler, Henry A., and Karelynn Ayayo. *Hermeneutics: Principles and Processes of Biblical Interpretation*. Grand Rapids: Baker, 2007.
- Wald, Oletta. *The Joy of Discovery in Bible Study*. Minneapolis: Augsburg, 1975.

**COURSE SCHEDULE (Assignments are due on Tuesdays at Noon)**

DUE	LESSON	TOPICS	READINGS
9/11	1	Introduction, Bible Translations, Interpretive Journey	Chs. 1-2
9/18	2	How to Read the Book (Sentences)	Ch. 3
9/25	3	How to Read the Book (Paragraphs)	Ch. 4
10/2	4	How to Read the Book (Discourses) <b>Assignment 4-6 Due</b>	Ch. 5
10/9	5	The Cultural/Historical Context	Ch. 6
10/16	6	What Do We Bring to the Text? The Literary Context <b>Assignment 6-6 Due</b>	Chs. 7-8
10/23	7	Word Studies <b>Midterm Examination</b>	Ch. 9
10/30	8	Inspiration, Canon, Writing the Exegetical Paper, and Building a Personal Library <b>Assignment 8-3 Due</b>	Appendices 1-3
11/6	9	Who Controls the Meaning? Levels of Meaning <b>Assignment 9-6 Due</b>	Chs. 10-11
11/13	10	The Role of the Holy Spirit Application	Chs. 12-13
11/20	11	New Testament: Letters and Gospels	Chs. 14-15
11/27	12	New Testament: Acts and Revelation	Chs. 16-17
12/4	13	Old Testament: Narrative and Law <b>Complete Exegetical Paper Due</b>	Chs. 18-19
12/11	14	Old Testament: Poetry, Prophets, and Wisdom	Chs. 20-22
12/15	15	<b>Final Examination (Due Date is on a Saturday)</b>	

**This is not an exhaustive schedule. Other assignments may be posted in Blackboard.**

# LUTHER RICE UNIVERSITY

NT 401 – Life of Christ  
Mark Owens, Ph.D., Instructor of New Testament  
Office Location: Williams Hall, second floor  
On-Campus: Tuesday-Thursday, 9:00 am – 3:00 pm  
(770) 484-1204, ext. 253 (office)  
mowens@lru.edu  
Fall 2012

## COURSE DESCRIPTION

NT 401 is an examination of the life and teachings of Jesus Christ as presented in the Gospels of Matthew, Mark, Luke, and John.

## COURSE RATIONALE

This Course is *Required* for the fulfillment of the following Program Objective that graduates will be able to:

- Demonstrate a working knowledge of the Bible, Christian theology, and Church History.

This Course *Supports* the fulfillment of the following Program Objectives that graduates will be able to:

- Develop appropriate exegetical and expository messages and lessons from Scripture.
- Demonstrate effectiveness in oral and written communication.
- Apply knowledge of the Bible and Christian heritage to a lifelong pattern of spiritual growth and personal development.

Course Objectives	Assessment Instruments
<i>This course contributes to the accomplishment of the above mentioned Program Objectives by enabling the student to:</i>	<i>The means for evaluating success in achieving these objectives are:</i>
1. Describe the life, ministry, and message of Jesus of Nazareth.	▪ Learning Exercises, Final Exam
2. Identify background issues associated with the life of Christ.	▪ Learning Exercises, Final Exam
3. Discuss the literary relationships among the four Gospels.	▪ Learning Exercises, Final Exam
4. Express the unique emphases of each of the Gospels.	▪ Learning Exercises, Final Exam
5. Use the Gospel accounts to construct a general outline of Christ's life.	▪ Learning Exercises, Final Exam
6. Interpret selected passages in the Gospels.	▪ Learning Exercises, Final Exam
7. Discern the value of recent views on Jesus of Nazareth.	▪ Book Review

## COURSE TEXTBOOKS

- An English translation of *The Holy Bible*.
- Cox, Stephen, and Kendell Easley, eds. *Holman Christian Standard Harmony of the Gospels*. Nashville: Broadman and Holman, 2005.

## COURSE REQUIREMENTS

1. **Learning exercises.** The student will complete weekly exercises on material primarily from the Book of Acts. However, some questions will also come from other texts in the Bible, the textbook reading, class lectures, and from other secondary sources. To ensure that this syllabus and other important documents for this class are read, students will also be asked questions from these course documents. The student may use the textbook and notes for the exercises. Students are also encouraged to use other resources to answer these questions. New assignments will be added to Blackboard each Monday. **PLEASE DO NOT EMAIL THE ASSIGNMENT TO THE PROFESSOR.**
2. **Final Exam.** The student will take a final examination in week fifteen of the course. The exam's content will be based on the lecture material covered in weeks 1-14. A study guide will be given towards the end of the course.
3. **Book Review.** Each student will be required to complete a three-four page book review. The student will *utilize LRU's library services* to produce a Book Review of the following book: Mark D. Roberts, *Can We Trust the Gospels?: Investigating the Reliability of Matthew, Mark, Luke, and John* (Wheaton: Crossway, 2007). Book review guidelines will be provided by the professor and should be strictly followed. You may find these guidelines under the Course Documents link. The Book Review will count 30% of the semester grade. **PLEASE DO NOT EMAIL THE ASSIGNMENT TO THE PROFESSOR. Finally, you must complete the book review to pass this course.**
4. **Participation.** The student will receive a participation grade on the basis of the following factors: completing assignments **on time**, the number of incomplete assignments, attendance, and overall effort. The attendance policy for Luther Rice University (*Catalog*, p. 42) is that a student must attend at least 80% of all class meetings. **To confirm that you are active in this class, you must log in to the course every week.** Your participation will be validated by completion of weekly quizzes and exams. Failure to sign in could result in excessive absences and a failing grade. If you are an international student, excessive absences could affect your I-20 status. If you are receiving financial aid, such absences could result in you being required to repay any financial aid received as well as any additional charges incurred at LRU. Participation will count 10% of the semester grade.

## GRADE DISTRIBUTION

Learning Exercises	30%
Final Exam	30%
Book Review	30%
Participation	10%

## GRADING SCALE OF THE UNDERGRADUATE PROGRAM

A.....	91-100
B.....	81-90
C.....	71-80
D.....	60-70
F.....	Below 60

## LATE ASSIGNMENTS

Assignments turned in late will receive a five percentage point deduction for each day late. Exceptions to this rule will be made only in extreme cases. Assignments submitted after the semester is completed will receive no credit.

**COURSE SCHEDULE**

<b>WEEK</b>	<b>DATE</b>	<b>TOPIC</b>	<b>READING</b>
WEEK 1	SEPTEMBER 4	Introduction to the Gospels/ Interpreting the Gospels	<i>HCSHG</i> , 1–42
WEEK 2	SEPTEMBER 11	Jesus' Birth and John the Baptist	<i>HCSHG</i> , 43–53
WEEK 3	SEPTEMBER 18	Jesus' Galilean Ministry	<i>HCSHG</i> , 54–67, 231–244
WEEK 4	SEPTEMBER 25	Jesus' Galilean Ministry (cont.)	<i>HCSHG</i> , 67–74, 245–266
WEEK 5	OCTOBER 2	Jesus' Galilean Ministry (cont.)	<i>HCSHG</i> , 74–96
WEEK 6	OCTOBER 9	Jesus and the Twelve Disciples	<i>HCSHG</i> , 97–120
WEEK 7	OCTOBER 16	Jesus' Judean Ministry	<i>HCSHG</i> , 120–136, 267–281
WEEK 8	OCTOBER 23	Jesus' Ministry in Perea  <b>BOOK REVIEW DUE 10/25</b>	<i>HCSHG</i> , 137–154
WEEK 9	OCTOBER 30	Jesus' Last Public Ministry in Jerusalem	<i>HCSHG</i> , 155–170, 282–295
WEEK 10	NOVEMBER 6	Jesus on the way to the Cross	<i>HCSHG</i> , 171–192
WEEK 11	NOVEMBER 13	Jesus' Arrest, Trial, Crucifixion, and Burial	<i>HCSHG</i> , 193–215
WEEK 12	NOVEMBER 20	Jesus' Resurrection & Ascension	<i>HCSHG</i> , 216–226
WEEK 13	NOVEMBER 27	The Modern Search for the Historical Jesus	<i>HCSHG</i> , 296–318
WEEK 14	DECEMBER 4	The Synoptic Problem	<i>HCSHG</i> , 319–347
WEEK 15	DECEMBER 11	The Gnostic Jesus  <b>FINAL EXAM DUE 12/13</b>	

*HCSHG* = Cox, Stephen, and Kendell Easley, eds. *Holman Christian Standard Harmony of the Gospels*. Nashville: Broadman and Holman, 2005.

## SELECTED BIBLIOGRAPHY

- Alexander, T.D. *Discovering Jesus*. Wheaton: Crossway, 2010.
- Allison, Dale. *The Sermon on the Mount*. New York: Crossroads Publishing Co., 1999.
- Arthur, Joe. *In the Steps of the Master*. Murfreesboro: Sword of the Lord Publishers, 2010.
- Bailey, Kenneth E. *Jesus Through Middle Eastern Eyes*. Downer's Grove: Intervarsity Press, 2008.
- Bivin, David, Blizzard, Roy. *Understanding the Difficult Words of Jesus*. Shippensburg: Destiny Image, 1983.
- Blomberg, Craig. *Jesus and the Gospels*. Nashville: Broadman & Holman, 1997.
- Bock, Darrell. *Jesus According to Scripture*. Grand Rapids: Baker Book House, 2002
- \_\_\_\_\_. *Dethroning Jesus*. Nashville: Thomas Nelson Publishers, 2007.
- Brodie, Thomas L. *The Crucial Bridge*. Collegeville: Liturgical Press, 2000.
- Brown, Raymond E. *The Birth of the Messiah*. New York: Doubleday & Co., 1979.
- Burridge, Richard. *Four Gospels, One Jesus?* Grand Rapids: William B. Eerdmans, 1994.
- \_\_\_\_\_. *Jesus Now and Then*. Grand Rapids: William B. Eerdmans's Publishing Company, 2004.
- Cox, Steven L., Kendall H. Easley. *Harmony of the Gospels*. Holman Bible Publishers, 2007.
- Dickson, John. *Life of Jesus*. Grand Rapids: Zondervan Publishing House, 2010.
- Flusser, David L. *Jesus*. Jerusalem: Hebrew University, Magnes Press, 2001.
- France, R.T. *The Evidence for Jesus*. Downers Grove: Intervarsity Press, 1986.
- Goodspeed, Edgar. *A Life of Jesus*. San Francisco: Harper & Row, 1950.
- Groothuis, Douglas. *Revealing the New Age Jesus*. Downer's Grove: Intervarsity Press, 1990.
- Guthrie, Donald. *A Shorter Life of Christ*. Grand Rapids: Zondervan Publishing House, 1970.
- \_\_\_\_\_. *Jesus the Messiah*. Grand Rapids: Zondervan Publishing House, 1972.
- Harrison, Everett. *A Short Life of Christ*. Grand Rapids: William B. Eerdmans's Publishing Company, 1968.
- Hobbs, Herschel. *The Illustrated Life of Jesus*. Nashville: Holman Bible Publishers, 2000.
- Hoehner, Harold. *Chronological Aspects of the Life of Christ*. Grand Rapids: Zondervan Publishing House, 1977.
- Jensen, Irving. *The Life of Christ*. Chicago: Moody Bible Institute, 1973.
- Jukes, Andrew. *Four Views of Christ*. Grand Rapids: Kregel Publications, 1982.
- Lee, Bernard. *The Galilean Jewishness of Jesus*. Mahweh: Paulist Press, 1988.

- Lightner, Robert. *The Savior and the Scriptures*. Grand Rapids: Baker Book House, 1966.
- Lipson, Irene. *Twelve Words Jesus Knew*. Grand Rapids: Monarch Books, Olive Press, 1988.
- Mounce, Robert H. *Jesus in His Own Words*. Nashville: Broadman & Holman Publishing Group, 2010.
- Page, Charles R. II. *Jesus and the Land*. Nashville: Abingdon Press, 1995.
- Pentecost, Dwight. *The Words and Works of Jesus Christ*. Grand Rapids: Zondervan Publishing House, 1981.
- Punton, Anne. *The World Jesus Knew*. Grand Rapids: Monarch Books, Olive Press, 1996.
- Rhodes, Ron. *The Counterfeit Christ of the New Age Movement*. Grand Rapids: Baker Book House, 1990.
- Scott, Julius J. *Jewish Backgrounds of the New Testament*. Grand Rapids: Baker Book House, 1995.
- Spangler, Ann. Tverberg, Lois. *Sitting at the Feet of Rabbi Jesus*. Grand Rapids: Zondervan Publishing House, 2009.
- \_\_\_\_\_. *The Trial and Death of Jesus Christ*. Grand Rapids: Zondervan Publishing House, 1950.
- Stein, Robert. *Jesus the Messiah*. Downers Grove: Intervarsity Press, 1996.
- Stroebel, Lee. *The Case for Christ*. Grand Rapids: Zondervan Publishing House, 1998.
- Swartley, Willard M. *Israel's Scripture Traditions and the Synoptic Gospels*. Peabody: Hendricksen Publishers, 1984.
- Twelftree, Graham H. *Jesus the Exorcist*. Peabody: Hendrickson Publishers, 1993.
- Vermes, Geza. *Jesus the Jew*. Minneapolis: Fortress Press, 1973.
- \_\_\_\_\_. *The Religion of Jesus the Jew*. Minneapolis: Fortress Press, 1993.
- Wright, N.T. *Simply Jesus: A New Vision of Who He Was, What He Did, and Why He Matters*. San Francisco: HarperOne, 2011.
- \_\_\_\_\_. *The Resurrection of the Son of God*. Minneapolis: Fortress, 2003.
- \_\_\_\_\_. *Jesus and the Victory of God*. Minneapolis: Fortress, 1996.
- Wright, Tom. *The Original Jesus*. Grand Rapids: Eerdmans Publishing Company, 1996.

Appendix 15 –  
LRU Student Handbook, Drug Policy,  
Sections 100.5 through 100.5.1

### **100.5 Drug Free Policy**

Luther Rice University & Seminary requires that its campus, faculty, staff, and students be drug free. The institution, including all departments and affiliated institutions within it, expressly prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on the campus and premises. Violation of this policy will result in the immediate dismissal from Luther Rice University & Seminary of any student involved in these activities. Any student using alcohol or participating in the unlawful possession, use, or distribution of drugs while on the properties owned or used by Luther Rice University & Seminary will be immediately dismissed. In addition, students involved in such illegal activities are subject to legal prosecution under federal, state, and local law and may be liable for personal injuries or property damage that occur when participating in the above activities.

Luther Rice University & Seminary also considers tobacco to be habit-forming and addictive and strictly prohibits smoking or the usage of other tobacco substances while on any of the campuses or while attending other institution related activities.

#### **100.5.1 Drug Free Policy Addendum**

Because LRU participates in Federal Student Aid, the Institution must provide information to students, faculty, and employees to prevent drug and alcohol abuse. In Galatians 5:20, the Apostle Paul lists “—witchcraft” (translated from *pharmakeia*, from which we get the words “—pharmacy” and “—pharmaceutical”) and “—drunkenness” as acts of the flesh. Believers should not, therefore, engage in these acts. The Institution, including all departments and affiliated institutions within it, expressly prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, illegal drug, or alcohol on the campus or properties owned or used by the Institution. Violation of this policy will result in the immediate dismissal from LRU of any faculty, staff, or student involved in these activities. In addition, faculty, staff, or students involved in such illegal activities are subject to legal prosecution under federal, state, and local law. Federal trafficking penalties can be found at the U.S. Department of Justice website.

Violations of laws involving alcohol may result in fines, imprisonment, community service, or loss of license. Any person engaged in these illicit activities may also be liable for personal injuries or property damage that occurs.

Drug or alcohol abuse may cause various physical problems, such as liver failure, cancer, paranoia, or death. Listed below are a few signs that may indicate drug or alcohol abuse:

- Giving up past hobbies and activities
- Aggressiveness and irritability
- Forgetfulness
- Disappearing money or valuables
- Feeling rundown, hopeless, depressed, or even suicidal
- Sounding selfish and not caring about others
- Getting in trouble with the law

The above information was adapted, or taken directly, from <http://www.webmd.com/mental-health/substance-abuse>.

Below is a list of treatment facilities for anyone struggling with drug use/alcohol abuse:

Penfield Christian Home  
1061 Mercer Circle  
Union Point, GA 30669  
(706) 453-7929

No Longer Bound  
2725 Pine Grove Road  
Cumming, GA 30041 (770) 886-7873

Alcoholics Anonymous  
3146 Chamblee Dunwoody Road  
Chamblee, GA 30341  
(770) 452-0059

Ridgeview Institute  
3995 South Cobb Drive  
Smyrna, Georgia 30080 (770) 434-4567

Peachford Hospital  
2151 Peachford Road  
Atlanta, Georgia 30338  
(770) 455-3200

*LRU is neither associated with nor does it endorse any of these facilities/programs.*

Appendix 16 –  
LRU Annual Campus Security Report



# **Luther Rice University & Seminary**

## **2011 Annual Campus Security Report**

*As required by the Campus Security Act of 1990  
(Public Law 101-542)*

---

# Table of Contents

Introduction .....	4
Mission.....	4
Scope of the Report .....	4
Campus Buildings.....	4
Campus Security Authority.....	4
Policy on Enforcement & Arrest Authority of Campus Security Officers.....	5
Policy on Working Relationships with State and Local Police.....	5
Crime Reporting Policy, Procedures, & Responses .....	5
Crime Reporting Policy .....	5
Preparing Annual Disclosure of Crime Statistics .....	5
How to Report a Crime or Criminal Activity .....	5
Confidential Crime Reporting .....	5
Timely Warning Reports Policy .....	5
Policy on Access to Campus Facilities .....	6
Campus Security Policy for Considerations Used in Maintenance.....	6
Drug/Alcohol.....	6
Students.....	6
Policy on Drug/Alcohol Use.....	6
Drug and Alcohol Abuse Education Programs .....	6
Drug/Alcohol Abuse & Addiction Information and Treatment Centers .....	6
Employees.....	7
Alcohol and Drug-Free Workplace Policy .....	7
Drug Conviction Notification and Imposed Sanctions .....	7
Sex Offenses.....	8
Reporting a Sex Offense .....	8
Disciplinary Action.....	8
Registered Sex Offenders .....	8
Hate Crimes.....	8
What To Do If You Are Assaulted Or Threatened.....	9

If Someone Has Been Attacked .....	9
Disciplinary Action.....	9
Crime Prevention Tips.....	9
Emergency Notification .....	10
Annual Campus Crime Statistics.....	11
Main Campus (Lithonia) .....	11
Se Kwang (Noncampus – Se Kwang Baptist Church) .....	12
Map of Main Campus .....	13

## **Introduction**

Because criminal activity or emergencies can happen at any time, students and employees at Luther Rice University & Seminary must be aware of what procedures to follow in the event of an emergency. It is important to understand what actions to take if a crime has been committed and how an individual may get assistance if she/he should be the victim of a crime. This report outlines the procedures that must be followed when reporting a crime.

Everyone in the Luther Rice University & Seminary community should be actively involved in the Campus Security Program. All of us working together will create an environment, which will ensure the safety and well-being of all concerned.

## **Mission**

The Department of Campus Security is a diversified organization that provides professional Campus Security services to its students, faculty and administrators. The Campus Security Team is a proactive, service-oriented agency trained to respond to the needs of the Luther Rice University & Seminary. The Department is staffed and equipped to deliver personalized protection with pride, sensitivity and integrity.

## **Scope of the Report**

This report will present statistical information on crimes that occurred at Luther Rice University & Seminary during 2009, 2010, and 2011.

## **Campus Buildings**

- Williams Hall - Administrative
- Woodlawn Hall - Academic
- Burris Hall - Academic

## **Campus Security Authority**

In addition to the Campus Security personnel employed by Luther Rice University & Seminary, crime statistics from a Campus Security authority at Luther Rice University & Seminary will be included in the institutions crime statistics disclosed every year. Campus Security authorities at Luther Rice University & Seminary are:

<b>Title</b>	<b>Name</b>
<b>Security Officer</b>	<b>GA State Patrol on campus</b>
<b>Vice President of Student Development</b>	<b>Dr. Dennis Dieringer</b>
<b>Vice President of Finance</b>	<b>Mr. Louis Hardcastle</b>

### ***Policy on Enforcement & Arrest Authority of Campus Security Officers***

Campus Security officers at Luther Rice University & Seminary do have arrest authority. If they witness a crime, they will arrest the individual(s) involved, call the local Police Department, or dial 911.

### ***Policy on Working Relationships with State and Local Police***

The Department of Campus Security will work with the local Police Department and other law enforcement agencies to assist them with incidents involving Luther Rice University & Seminary's campus.

## **Crime Reporting Policy, Procedures, & Responses**

### ***Crime Reporting Policy***

Luther Rice University & Seminary prepares this report to comply with the *Jeanne Clery Disclosure of Campus Department of Campus Security Policy and Crime Statistics Act*.

### ***Preparing Annual Disclosure of Crime Statistics***

At the end of every year Luther Rice University & Seminary will compile a crime statistics report from its daily crime log kept by the Campus Security and relevant incidents obtained from local police authorities. The report includes crime statistics from the three (3) most recent calendar years. By October 1<sup>st</sup> of every year, a notice is sent to all active students, faculty, and staff that provides the web site to access this report. The Report is posted on the Institution's website at [http://www.lru.edu/Content.aspx?page=campus\\_safety&tool=quicklinks](http://www.lru.edu/Content.aspx?page=campus_safety&tool=quicklinks). Copies of the report may also be obtained by contacting Student Services at [StudentServices@LRU.edu](mailto:StudentServices@LRU.edu).

Luther Rice University & Seminary does not recognize any on or off campus residence facilities. Luther Rice University & Seminary does recognize one non-campus location at Se Kwang Baptist Church.

### ***How to Report a Crime or Criminal Activity***

Please promptly report all criminal incidents and medical emergencies to Campus Security in person or via telephone at 770-910-3403. You may also dial 911 for local emergency personnel. Campus Security will discuss the matter with the Vice President of Student Development for

### ***Confidential Crime Reporting***

Any crime reported to the Campus Security will not be considered confidential unless the victim requests such and the campus security authority decides it is in the best interest of all parties involved to not disclose information to the campus community. Incidents where confidentiality has been agreed upon will still appear in annual crime statistics but details will not be disclosed.

### ***Timely Warning Reports Policy***

Luther Rice University & Seminary will notify students, staff, and faculty of emergencies in one of the following ways (the situation will dictate the contact medium):

- Email

- Phone
- Loudspeaker
- Media

### ***Policy on Access to Campus Facilities***

The Campus Security will secure all buildings according to building hours on weekdays and on weekends. Entry after hours is permitted only for staff, faculty, and maintenance personnel who have the ability to gain entrance into facilities.

### ***Campus Security Policy for Considerations Used in Maintenance***

Campus Security and Maintenance Personnel report the need for replacement of lights and any other physical hazards they notice.

## **Drug/Alcohol**

### ***Students***

#### **Policy on Drug/Alcohol Use**

Luther Rice University & Seminary requires that its campus, faculty, staff, and students be drug free. The institution, including all departments and affiliated institutions within it, expressly prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on the campus and premises. Violation of this policy will result in the immediate dismissal from Luther Rice University & Seminary of any student involved in these activities. Any student using alcohol or participating in unlawful possession, use, or distribution of drugs while on the properties owned or used by Luther Rice University & Seminary will be immediately dismissed. In addition, students involved in such illegal activities are subject to legal prosecution under federal, state, and local law and may be liable for personal injuries or property damage that occur when participating in the above activities.

Luther Rice University & Seminary also considers tobacco to be habit-forming and addictive and strictly prohibits smoking or the usage of other tobacco substances while on any of the campuses or while attending other institution-related activities.

#### **Drug and Alcohol Abuse Education Programs**

The website of The Partnership for a Drug-Free America™ (<http://www.drugfree.org/>) educates students about the impact of both alcohol and other drug abuse. Excessive use of alcohol and other drugs is a serious health problem in itself, but alcohol and drug abuse can also contribute to a host of other physical and mental health problems such as unwanted pregnancy, violent behavior, HIV infection and other sexually transmitted diseases and psychological depression.

#### **Drug/Alcohol Abuse & Addiction Information and Treatment Centers**

- Penfield Christian Home  
1061 Mercer Circle  
Union Point, GA 30669  
(706) 453-7929

- No Longer Bound  
2725 Pine Grove Road  
Cumming, GA 30041  
(770) 886-7873
- Alcoholics Anonymous  
3146 Chamblee Dunwoody Road  
Chamblee, GA 30341  
(770) 452-0059
- Ridgeview Institute  
3995 South Cobb Drive  
Smyrna, Georgia 30080  
(770) 434-4567
- Peachford Hospital  
2151 Peachford Road  
Atlanta, Georgia 30338  
(770) 455-3200

*LRU is neither associated with nor does it endorse any of these facilities/programs.*

## ***Employees***

### **Alcohol and Drug-Free Workplace Policy**

The Drug-Free Workplace Policy in effect at Luther Rice University & Seminary notifies all employees, faculty, and students that pursuant to the Federal Drug-Free Workplace Act of 1988 (Public Law 101-690) and Luther Rice University & Seminary prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance and alcohol in the workplace, or on school property.

For the purpose of this statement, the site for performance of work consists of all locations where Luther Rice University & Seminary does business. This includes, but is not limited to all lecture classrooms, computer labs, parking lot, all administrative offices, corridors, storage rooms, and any space to be added in the future.

### **Drug Conviction Notification and Imposed Sanctions**

Within 30 days after receiving notice of an employee, faculty, or student conviction, Luther Rice University & Seminary will impose corrective measures on the employee, faculty, or student convicted of drug abuse violations in the workplace by:

1. Taking appropriate action against the employee, faculty, or student up to and including expulsion or termination of employment and referral for prosecution and/or
2. Require such employee, faculty, or student to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state or local health, law enforcement, or other appropriate agency.

## **Sex Offenses**

### ***Reporting a Sex Offense***

If a student is a victim of a sex offense, Luther Rice University & Seminary will immediately report it to law enforcement, campus safety personnel, and a campus authority. It is extremely important to preserve any evidence for the proof of a criminal offense. The student has the option to notify appropriate law enforcement authorities, including the local police. If the victim would like the assistance of institutional personnel to notify the authorities, contact any member of Campus Security and the student will be assisted immediately. The student should seek counseling or any other services from professionals trained in the area of sexual offenses. Luther Rice University & Seminary does not provide such services.

If reasonably available, the Luther Rice University & Seminary will change a victim's academic situation after an alleged sex offense if requested by the victim.

### ***Disciplinary Action***

Following a conviction in a court of law, if the perpetrator is a student or employee, that individual is subject to disciplinary proceedings by Luther Rice University & Seminary. The accuser and the accused may have others present during disciplinary proceedings, and both parties will be notified of the outcome of any disciplinary proceeding. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon written request, to the next of kin of the victim. Luther Rice University & Seminary may expel a student or terminate an employee if that individual is convicted of the offense of rape, acquaintance rape, or any other forcible or non-forcible sex offense.

### ***Registered Sex Offenders***

To determine if someone is listed as a sex offender, you may go to the Dru Sjodin National Sex Offender Public Website at <http://www.nsopw.gov/Core/Portal.aspx>. Depending on your state, you may obtain a list of offenders within the radius of an input address. You may also find sex offender information on other websites.

## **Hate Crimes**

Luther Rice University & Seminary aims to safeguard that the rights guaranteed by law and the United States Constitution are maintained for all persons regardless of their ethnicity, national origin, religion, gender, sexual identity, disability, or political/religious beliefs. Hate violence according to the statute means "...any act of physical intimidation or physical harassment, physical force or violence or the threat of physical force or physical violence, that is directed against any person or persons because of the ethnicity, race, national origin, religion, sex, sexual orientation, disability or political/religious beliefs of that person or group." Hate incidents should be immediately reported to Campus Security. If a specific hate crime occurs it will be reported on the campus crime statistics portion of this report.

## **What To Do If You Are Assaulted Or Threatened**

Think about what you would do if someone attacked you. Could you fight back, or would you avoid resisting and wait to escape? Only you can decide whether to fight back, but preparing yourself for all possibilities could provide a split-second advantage:

- If someone threatens you, shout and scream for help.
- Get to safety.
- You have every right to defend yourself with reasonable force with items that you have with you. Items such as an umbrella, hairspray, or keys can be used against an attacker.

## **If Someone Has Been Attacked**

Assaults and rapes are serious crimes, whether committed by a stranger or someone you know. If you are someone you know is attacked, call Campus Security at 770-910-3403. Apprehending the attacker is of paramount importance. You can help the Campus Security team by:

- Taking the names or addresses of any witness.
- Trying to remember exactly what the attacker looked like.
- If a car was involved, noting the color, model, and license plate number.
- You do not need to go to the police station to report an assault. You can be interviewed in your own home if you wish. These crimes are dealt with sympathetically, regardless of gender. Police stations have specially trained officers who will help and support you, and many areas have comfortable victim suites separate from the police station where you can be interviewed privately.

### ***Disciplinary Action***

Following a conviction in a court of law, if the perpetrator is a student or employee, that individual is subject to disciplinary proceedings by Luther Rice University & Seminary. The accuser and the accused may have others present during disciplinary proceedings, and both parties will be notified of the outcome of any disciplinary proceeding. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon written request, to the next of kin of the victim. Luther Rice University & Seminary may expel a student or terminate an employee if that individual is convicted of any act of violence.

## **Crime Prevention Tips**

Following these tips will help you stay safe:

- Be aware of your surroundings.
- Walk only in well-lit areas and on established walkways.
- Protect your valuables by holding your purse (with clasp facing inwards) and belongings close to your body. Carry your house keys in your pocket.
- If you are attacked or approached by a demanding individual, turn over whatever property the attacker requests and contact Campus Security or dial 911 as soon as you can get to a secure location. Write down as many details of the encounter as possible.
- Do not carry large amounts of cash or valuables with you while on campus.
- Keep doors and windows locked.

- Cover up expensive-looking jewelry
- Avoid staying in areas alone at night.
- Report any instances of crime to the most readily available security personnel, faculty, or staff member or dial 911.

## **Emergency Notification**

In the event of an emergency, it is important that the campus community, along with surrounding areas, be notified of the situation. Luther Rice University & Seminary will, without delay, determine the content of a notification and initiate a notification system to the community apprising them of the emergency unless notification will endanger a person or compromise efforts to assist a victim or resolve the situation. Below is the emergency notification plan developed by Luther Rice University & Seminary.

The closest Campus Security personnel, faculty, or staff member to the situation will determine if the incident is a significant emergency. If he determines a significant emergency exists, he will notify the Vice President of Student Development during daytime operational hours or Campus Security if the incident occurs in the evening. After daytime operational hours, Campus Security would then notify the Vice President of Student Development. If the Vice President of Student Development is unavailable, the Vice President of Finance will fulfill all duties of the Vice President of Student Development as outlined in this Emergency Notification Plan.

The Vice President of Student Development will determine the content of the notification and initiate the system to disseminate the message. On-campus notification consists of personal relay of information along with an amplification system. The appropriate off-campus parties will be notified by telephone. All on-campus personnel will evacuate to the field located in front of Williams Hall unless otherwise indicated in the emergency notification.

The persons filling the above-mentioned roles for 2012-2013 are as follows:

- Vice President of Student Development – Dr. Dennis Dieringer
- Vice President of Finance – Mr. Louis Hardcastle
- Campus Security – Georgia State Trooper on campus at time of event

The Emergency Notification Plan will be publicized to the on-campus community annually. This test may be either announced or unannounced and will be documented in the minutes of the Safety Committee.

## Annual Campus Crime Statistics

### *Main Campus (Lithonia)*

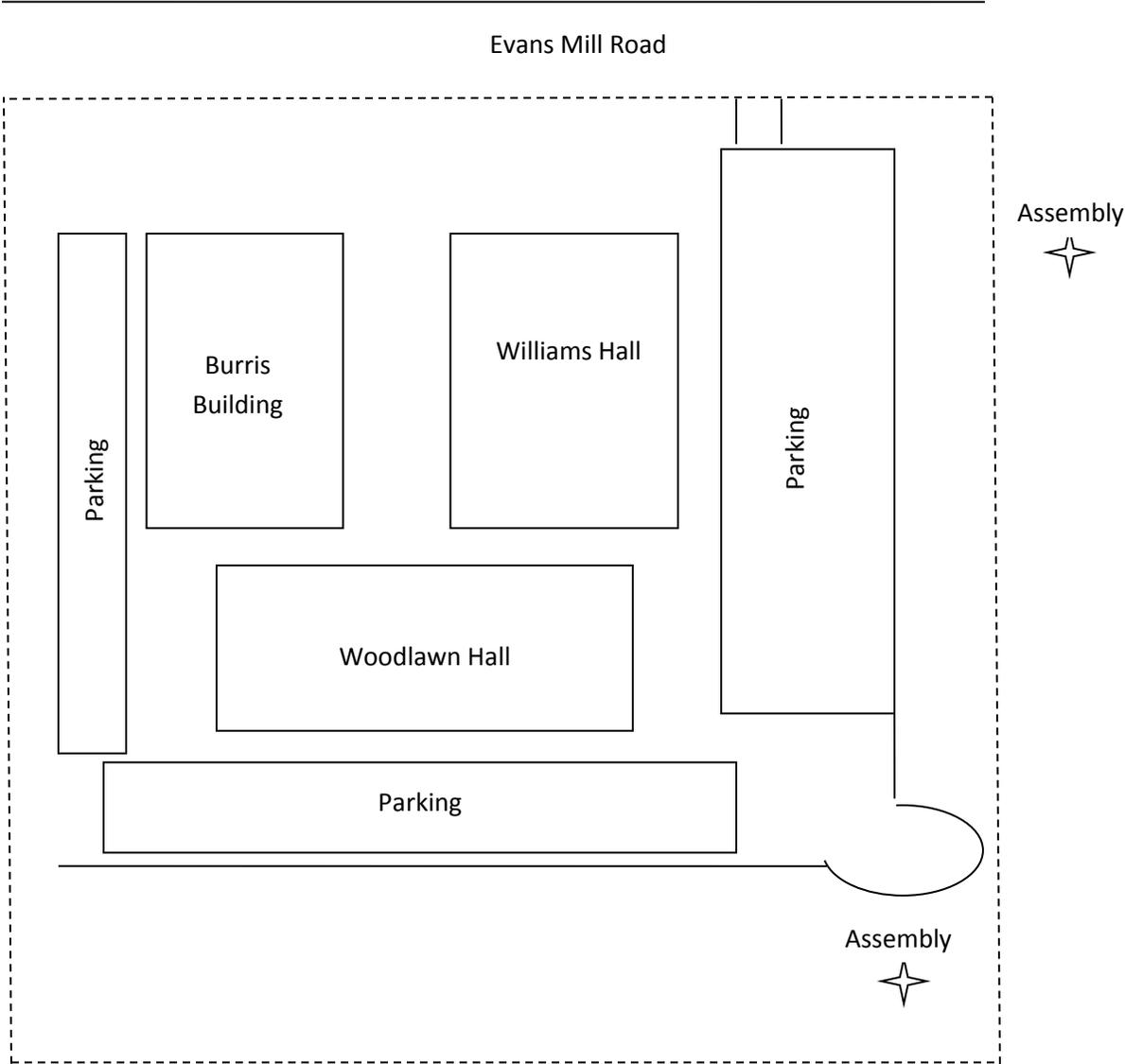
Offense	2011		2010		2008-2009
	Occurrences	Hate Crimes	Occurrences	Hate Crimes	
Murder/Non-Negligence Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0
Sex Offenses, Non-Forcible	0	0	0	0	0
Robbery	0	0	0	0	0
Intimidation	0	0	0	0	N/A
Simple Assault	0	0	0	0	N/A
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Destruction/Damage/Vandalism	0	0	0	0	N/A
Liquor Law Arrests	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0

*Se Kwang (Noncampus – Se Kwang Baptist Church)*

Offense	2011		2010		2008-2009
	Occurrences	Hate Crimes	Occurrences	Hate Crimes	
Murder/Non-Negligence Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0
Sex Offenses, Non-Forcible	0	0	0	0	0
Robbery	0	0	0	0	0
Intimidation	0	0	0	0	N/A
Simple Assault	0	0	0	0	N/A
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Destruction/Damage/Vandalism	0	0	0	0	N/A
Liquor Law Arrests	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0

# Map of Main Campus

----- campus boundary



Appendix 17 –  
LRU Student Handbook,  
Sexual Harrassment/Abuse,  
Sections 100.3

### **100.3 Sexual Harassment**

Luther Rice University & Seminary is committed to providing a learning and working environment that is free of discrimination. In keeping with this commitment, unlawful harassment, including sexual harassment, is strictly prohibited. Harassment is defined as unwelcome or unsolicited verbal, physical, or visual contact that creates an intimidating, hostile, or offensive environment. Any students who believe that they have been subjected to such treatment should immediately report such to the Office of Student Development.

Appendix 18 –  
LRU Catalog, Military Service, Pg. 33

### **Military Tuition Reimbursement**

All military branches have their own methods of tuition reimbursement. Contact the branch's military educational officer or Luther Rice Student Accounts Office for assistance.

### **Full Refund if Called to Active Duty**

Luther Rice University & Seminary will refund 100% of ALL tuition and fees for military personnel who receive orders calling them into active duty and must discontinue studies during the academic semester. Please contact the Student Accounts Office and submit a copy of your official notification.



*Dr. Flanagan with Rev. Robert Morgan, 2012 Alumnus of the Year.  
Rev. Morgan is the pastor of The Donelson Fellowship in Nashville, TN,  
and a well known author.*

Appendix 19 –  
Instructional School Bond

**INSTRUCTIONAL SCHOOL BOND**

**Bond No.** 22BSBGK5569

KNOW ALL PERSONS BY THESE PRESENTS, That we, Luther Rice University Inc,  
as Principal, and Hartford Fire Insurance Company as Surety, are held and firmly bound unto the State of  
Iowa in the sum of \$ 50,000 lawful money of the United States, for which payment we bind ourselves,  
our successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the Principal proposes to maintain, advertise, or conduct in Iowa a course of instruction for profit, or  
for tuition charge, by classroom instruction or by correspondence and to enter into contracts and agreements with students  
for such courses of instruction; this Bond is conditioned on the faithful performance of all contracts and agreements made  
by it or its salespersons with students. If the Principal shall faithfully perform all such contracts and agreements, then this  
obligation is to be void and of no effect.

PROVIDED, The liability of the Surety upon this Bond shall be continuous, except that the Surety shall have the  
right to terminate its liability under this Bond by serving notice of its election to do so upon the State of Iowa. The Surety's  
liability under the Bond shall be terminated and canceled effective thirty (30) days after receipt by the State of a written  
notice signed by the Surety or its authorized agent, stating that the liability of the Surety is thereby terminated and can-  
celed. Thereafter the Surety shall be discharged from any liability under this Bond for any default or violation of the terms  
of any contract or agreement made by the Principal or violation of the laws of the State of Iowa affecting such contract or  
agreement occurring after the effective date of the cancellation of this Bond.

Signed and dated this 19th day of December, 2012.

**LOUIS HARDCASTLE, CPA**  
**VP OF FINANCIAL AFFAIRS**

Luther Rice University Inc Principal  
By: Louis Hardcastle

Hartford Fire Insurance Company  
Ins. Co., Surety  
By: Julia McElligott  
Julia McElligott, Attorney-in-Fact

**Producer Compensation Notice**



You can review and obtain information on The Hartford's  
producer compensation practices at [www.thehartford.com](http://www.thehartford.com)  
or at 1-800-592-5717.

# POWER OF ATTORNEY

Direct Inquiries/Claims to:

**THE HARTFORD**

Bond T-4

One Hartford Plaza

Hartford, Connecticut 06155

call: 888-266-3488 or fax: 860-757-5835)

Agency Code: 22 271704

KNOW ALL PERSONS BY THESE PRESENTS THAT:

- Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of UNLIMITED** :

RENEE B. KEEN, KERRY GERMANOSKI, JULIA MCELLIGOTT, KIMBERLY ROCHESTER OF RALEIGH, NORTH CAROLINA

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on August 1, 2009, the Companies have caused these presents to be signed by its Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



*Wesley W. Cowling*

Wesley W. Cowling, Assistant Secretary

*M. Ross Fisher*

M. Ross Fisher, Vice President

STATE OF CONNECTICUT }  
 COUNTY OF HARTFORD } ss. Hartford

On this 12th day of July, 2012, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

*Kathleen T. Maynard*

Kathleen T. Maynard  
 Notary Public

My Commission Expires July 31, 2016

I, the undersigned, Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of December 19, 2012

Signed and sealed at the City of Hartford.



*Julia Mcelligott*

*Gary W. Stumper*

Gary W. Stumper, Vice President

# LUTHER RICE UNIVERSITY

*Preparing Tomorrow's Leaders for Tomorrow's Challenges through Christian Higher Education*

## Appendix 2

### REFUND POLICY

Students who withdraw or are withdrawn from class may be entitled to partial/full tuition refund. After the student has withdrawn or been withdrawn from class, any refund minus a drop fee will be returned to the student's LRU account within 30 days of the date of the drop. A student can request a refund from his account online at [www.LRU.edu](http://www.LRU.edu). (Login and go to "My Account"). Refunds will be disbursed in full.

Classes registered for online must be dropped online. Classes registered for in writing must be dropped in writing. If a class is cancelled by LRU, all tuition and technology fees will be reimbursed and no drop fees will be assessed.

#### **On-Campus, Online, Modular, and Independent Study Courses**

1. If a student withdraws from class before the first day of the class, the student will receive a refund of 100% tuition and technology fee minus a drop fee. All other fees are non-refundable.
2. If a student withdraws from class within the first 7 calendar days of the class, the student will receive a refund of 100% tuition minus a drop fee. All other fees are non-refundable.
3. If a student withdraws from class between the 8th and 24th calendar days of the class, the student will receive a refund of 75% tuition minus a drop fee. All other fees are non-refundable.
4. If a student withdraws from class between the 25th and 49th calendar day of the class, the student will receive a refund of 50% tuition minus a drop fee. All other fees are non-refundable.
5. If a student withdraws from class on or after the 50th calendar day of the class, the student will receive no refund and will incur a drop fee. All other fees are non-refundable.

#### **Mini-Term Classes**

1. If a student withdraws from class before the first day of the mini term, the student will receive a refund of 100% tuition and technology fee minus a drop fee. All other fees are non-refundable.
2. If a student withdraws from class within the first 3 calendar days of the class the student will receive a refund of 100% tuition minus a drop fee. All other fees are non-refundable.
3. If a student withdraws from class between the 4<sup>th</sup> and 12<sup>th</sup> calendar day of the class the student will receive a refund of 75% tuition minus a drop fee. All other fees are non-refundable.
4. If a student withdraws from class between the 13<sup>th</sup> and 24<sup>th</sup> calendar day of the class the student will receive a refund of 50% tuition minus a drop fee. All other fees are non-refundable.
5. If a student withdraws from class after the 24<sup>th</sup> calendar day of the class, the student will receive no refund and will incur a drop fee. All other fees are non-refundable.

#### **Friday and Saturday Classes (that meet for only 5 sessions)**

1. If a student withdraws from class before the first day of the class, the student will receive a refund of 100% tuition and technology fee minus a drop fee. All other fees are non-refundable.
2. If a student withdraws from class on or after the 1st day of class but prior to the 2nd day of class, the student will receive a refund of 90% tuition minus a drop fee. All other fees are non-refundable.
3. If a student withdraws from class on or after the 2nd day of class but prior to the 3rd day of class, the student will receive a refund of 50% tuition minus a drop fee. All other fees are non-refundable.

4. If a student withdraws from class on or after the 3rd day of class, the student will receive no refund and will incur a drop fee. All other fees are nonrefundable.

#### **REFUND METHODS**

A student with a surplus/credit on their account must enter a refund request via the LRU website by selecting "My Account" after student login. Refund requests are processed weekly and disbursed by one of three methods.

##### **Method Delivery Time**

Paper Check Arrives within 7-10 business days of processing

ACH Direct Deposit Arrives within 24 hours of processing

(Allow for a 4-day pre-note period prior to processing the first time)

Debit Card First disbursement: Card mailed to student after a 5-7 business day period

Second disbursement: Same day as processing

The student is responsible for selecting which method of disbursement he prefers.

This selection can be made at [www.salliemabank.com/lru](http://www.salliemabank.com/lru). The student will need his LRU username and password to sign in.

Financial Aid refunds that are not requested by the student within 14 days of the monies being placed on the student's account will automatically be disbursed to the student.

When a financial aid recipient receives loan or grant monies and drops all of his classes prior to 60% completion of the semester, a portion of those funds must be returned to the Department of Education. Luther Rice will send the unearned financial aid to the Department of Education and apply the balance onto the student's account.

#### **MISCELLANEOUS ADMINISTRATIVE ITEMS**

##### **Financial Appeals**

Any student desiring to appeal financial decision may do so within 30 days of the decision and in accordance to the "Student Grievance Policy and Non-Academic Appeals Process."

##### **Donation Policy**

Monies given to Luther Rice University & Seminary by corporations, foundations, churches, or individuals will be used for the purposes for which they were designated.

# LUTHER RICE UNIVERSITY

*Preparing Tomorrow's Leaders for Tomorrow's Challenges through Christian Higher Education*

## Appendix 3

### Tuition Fees, Technology Fees, and Book Charges 2012-2013

	<u>Program Name</u>	<u>Hours Required</u>	<u>Tuition per credit hr</u>	<u>Technology Fee per credit hr</u>	<u>Total Program Cost</u>	<u>Average Book Fees</u>	<u>Grand Total Program Cost</u>
1	BAR	120	\$223.00	\$15.00	\$28,560.00	\$4,000.00	\$32,560.00
2	Masters	36	\$225.00	\$15.00	\$8,640.00	\$1,200.00	\$9,840.00
3	Master of Divinity	90	\$225.00	\$15.00	\$21,600.00	\$3,000.00	\$24,600.00
4	Doctor of Ministry	30	\$275.00	\$15.00	\$8,700.00	\$1,000.00	\$9,700.00

## Appendix 4

### 200. Appointments, Reviews, and Promotions

#### 200.1 Types of Appointments

##### 200.1.1 Regular Full-Time Faculty

A regular full-time faculty member at Luther Rice Seminary/University is one whose major employment is with LRSU; whose primary responsibility is in teaching, research, and the formulation and outworking of academic policies; and whose employment is based on a contract for full-time employees. This includes instructors, assistant professors, associate professors, and full professors. The Qualifications for appointment set forth below are not intended as justification for automatic promotion; conversely, justified exceptions to the following qualifications may be made.

**Professor:** To be eligible for the rank of professor, a faculty member must have a record of outstanding performance, involving both teaching and research or recognized professional contributions. The faculty member is expected to hold the earned terminal degree and have at least ten years of effective, relevant experience, including at least five years as Associate Professor.

**Associate Professor:** To be eligible for the rank of associate professor, a faculty member must have a record of outstanding performance, involving both teaching and research or recognized professional contributions. The faculty member is expected to hold the earned terminal degree, possess strong potential for further development as a teacher and scholar, and have at least five years of effective, relevant teaching experience.

**Assistant Professor:** To be eligible for the rank of assistant professor, a faculty member is expected to hold the earned terminal degree and must evidence a gift of teaching and strong potential for development as a teacher and scholar.

**Instructor:** To be eligible for the rank of instructor, a faculty member is expected to hold the earned master's degree plus substantial additional graduate study, such as having fulfilled the requirements for admission to candidacy for the earned terminal degree.

##### 200.1.2 Part-Time Faculty

Any faculty member who does not meet the definition of a full-time faculty member is considered a part-time faculty member. Any faculty member who works less than full-time is considered a regular part-time faculty member. Part-time faculty members receive appointment letters and are subject to a thirty-day notice of renewal or non-renewal. Part-time faculty members are not on a continuing contract track.

- **Adjunct Faculty:** An adjunct faculty member is expected to provide significant instructional service to the institution, teaching major portions of a course or entire course(s) with responsibility for assigning grades. Adjunct faculty possess qualifications for appointment as instructors or higher. Appointments are made through academic departments in accordance with LRSU policy. Terms and conditions of adjunct faculty are governed by their individual appointment letters and/or contracts.
- **Guest Lecturers:** Guest lecturers possess special credentials and/or expertise to provide occasional lectures or occasional research advice. Such individuals do not receive an adjunct or faculty appointment/contract.

## **200.2 Faculty Qualifications**

### **200.2.1 Academic and Professional Preparation**

- **Undergraduate:** Each full-time and part-time faculty member teaching credit courses leading toward the baccalaureate degree must have completed at least eighteen graduate semester hours in the teaching discipline and hold at least a master's degree, or hold the minimum of a master's degree with a major in the teaching discipline or a related discipline. In exceptional cases, outstanding professional experience and demonstrated contributions to the teaching discipline may be presented in lieu of formal academic preparation. Such cases are determined on an individual basis by the Chief Academic Officer or the President in consultation with the Dept. Chair.
- **Graduate:** Each full-time and part-time faculty member teaching credit courses at the master's degree level must hold the terminal degree, usually the earned doctorate, in the teaching discipline or a related discipline. All faculty members teaching courses at the doctoral degree level must hold the earned doctorate in the teaching discipline or a related discipline. In unusual cases, the institution may employ faculty who have demonstrated exceptional scholarship or have outstanding professional experience, but who may not possess the required academic credentials. Such cases are determined on an individual basis by the Chief Academic Officer or the President in consultation with the appropriate Dept. Chair. All graduate faculty members must also demonstrate a high level of competence in teaching and scholarship. Faculty teaching at the doctoral level must additionally demonstrate research capabilities. Faculty members responsible for the direction of doctoral research must be experienced in directing independent study.
- As part of the hiring process, the credentials of candidates are reviewed for appropriate terminal degrees as set forth above. Candidates with international degrees or degrees from non-regionally accredited institutions in the United States will be held responsible for submitting official evaluations of their credentials by an approved agency. Candidates without the appropriate degrees must submit evidence of exceptional scholarship and/or outstanding professional experience related to the teaching discipline, in lieu of appropriate degrees. The Chief Academic Officer and/or the President, in consultation with the appropriate Dept. Chair will make the final determination in such cases.

### **200.2.2 Language Proficiency**

Before a candidate for whom English is a second language is offered a full-time faculty position, the search committee will require the candidate to demonstrate competence in spoken and written English. If the faculty position requires a faculty member to teach courses in a language other than English, the candidate for such a position will provide the search committee with documentation of instructional proficiency in the language in which the course is taught.

### **200.3 Search Committee Process**

Faculty vacancies will be advertised locally and/or nationally at the discretion of the Chief Academic Officer, the President, and the Chair of the employing department. The Chief Academic Officer will appoint a search committee to screen, interview, and recommend qualified candidates for vacant faculty, senior administrative, and senior professional positions. Applicants for faculty positions are required to submit curriculum vitae, official academic transcripts of undergraduate and graduate degrees, abstracts of recent publications, and three letters of recommendation from professionals who are knowledgeable of the applicant's past performance. The search committee screens the letters of application and curriculum vitae, selects those that meet the academic and experiential requirements, checks references, and interviews the candidates. During the applicants' visits to the campus, other faculty members will have the opportunity to meet with them. In many instances candidates are invited to present a lecture to the faculty and students. The

search committee recommends one or more of the most highly qualified candidates to the Chief Academic Officer, who selects the finalist and makes a recommendation to the President. The President, at his discretion, will present the recommendation to the Board.

The prospective faculty person will meet with the Board for a final interview and a vote. Once the position has been offered and has accepted, regret letters will be sent by the Chair of the Search Committee to those applicants not selected.

#### **200.3.1 Full-Time Faculty Appointments**

Applicants for faculty positions are required to submit curriculum vitae, official academic transcripts of undergraduate and graduate degrees, abstracts of recent publications, and three letters of recommendation from professionals who are knowledgeable of the applicant's past performance.

The search committee screens the letters of application and curriculum vitae, selects those that meet the academic and experiential requirements, checks references, and interviews the candidates. During the applicants' visits to the campus, other faculty members will have the opportunity to meet with them. In many instances candidates are invited to present a lecture to the faculty and students. The search committee recommends one or more of the most highly qualified candidates to the Chief Academic Office, who will select the finalist and make a recommendation to the President. Upon his approval, the President will present the recommendation to the Board of Trustees.

Once the finalist has been offered and has accepted the position, regret letters will be sent by the Chair of the Search Committee to those applicants not selected.

#### **200.4 Appointment and Contract Renewal**

The appointment and contract renewal process in the Institution is initiated by a review of the faculty member's performance in reference to the criteria specified by the institution for successful professional performance. Each renewal will require a separate recommendation to the President by the Vice President for Academic Affairs.

- The first appointment is activated when the President presents the candidate to the Board of Trustees and they extend the offer of employment and letter of appointment for a faculty position
- The first contract is for one year with a review performed and notice of reappointment or non-renewal given no less than ninety (90) days prior to the end of the contract period

#### **200.4.1 Retention**

LRSU is committed to recruiting, selecting, and retaining faculty members who are committed to the institution's Christian doctrine and to academic excellence. The institution believes learning is a continuous process and accepts its obligation to participate with faculty members to insure their credentials are both current and appropriate. In addition, the institution is committed to the principle that compensation and benefits are integral parts of recognition and, therefore, retention. LRSU also accepts job security as an integral part of retention.

It is the policy of LRSU, that faculty will be evaluated each year for retention. Evaluations shall include various inputs, including: credentials, administrative work, teaching, scholarship, and general contribution to the LRSU community.

#### **200.4.2 Faculty Performance Review**

The institution's evaluation program provides a planned opportunity for the faculty member and the Dept. Chairs to meet and mutually identify, discuss, and document the faculty member's accomplishments and job performance. The evaluation is designed to help answer basic questions concerning the faculty member's performance. Input from Self, Administrative, Peer, and Student evaluations are all considered in the annual performance evaluation (**see 100.2.3 above**). The evaluation interview will be conducted no less than ninety days prior to the end of the contract year.

Performance evaluations help the institution make important decisions about job placement, training and development, and pay issues. A good performance evaluation does not guarantee a salary increase, nor does it alter, modify, or amend the employment relationship between the faculty member and the institution.

Documents that will help the faculty member understand and prepare for the annual review can be found in the Human Resources' file on the institution network's common drive, and in this handbook, Appendix 5.

### **200.4.3 Promotion**

Promotion from one rank to another is an honor granted to faculty members on the basis of the quality of their teaching, professional development, achievement of stated objectives, and other criteria. Minimum criteria for promotion will be (1) effective teaching, (2) demonstrated scholarship (3) consistent professional development (4) exemplary Christian modeling and (5) accomplishments in service to the Luther Rice community. As previously defined, standards for promotion depend on the rank sought. Minimum eligibility standards for each rank are listed above (200.1.1).

Faculty promotion is initiated by a written recommendation from the appropriate Dept. Chairperson to the Vice President for Academic Affairs. Such a recommendation may be requested in writing by the faculty member in question or by that member's faculty colleague(s). A request to the Dept. Chair from the faculty member or colleague(s) should include an enumeration of the five criteria for promotion listed above and examples of how each one has been met by the person in question. Upon recommendation from the Dept. Chair and approval by the Vice President, the promotion will be recommended to the faculty, who will vote upon the matter in a regular faculty meeting, the member in question being excused.

The faculty's vote will be sent as a recommendation to the Vice President for Academic Affairs and forwarded to the President. The President, in turn, will either reject the promotion or recommend it to the board. For cases of denied promotion, see the faculty grievance procedure (Sec. 200.9)

The timeline for promotion requests and actions is as follows:

**November 1<sup>st</sup>** Deadline for promotion requests to the Dept. Chair.

**February 1<sup>st</sup>** Deadline for promotion recommendations to the VP for Academic Affairs.

**April 1<sup>st</sup>** Deadline for promotion recommendations to the president.

**May Board Meeting** Approval or denial of promotion

**July 1** Approvals are made effective

### **200.5 Non-Renewal of Faculty Appointment**

In the event of a decision not to renew a faculty appointment, the faculty member will be informed of the decision in writing no less than ninety days prior to the end of the contract year. Faculty members who have completed ten years of service on the LRSU faculty can appeal non-renewal contract decisions to the Board of Trustees.

### **200.6 Dismissal for Cause**

Dismissal of a faculty member on a contract, probationary, or annual appointment before the end of a specified term may be effected by the institution only for reasons of poor performance or illegal or unprofessional conduct. Dismissal will not be used to restrain faculty members in their exercise of academic freedom or other rights of American citizens. The following will be deemed sufficient cause for immediate dismissal:

- Incompetence or neglect of duty: The institution may dismiss a faculty member for reasons related directly and substantially to the fitness of the faculty member in his or her capacity as a teacher or researcher using the criteria developed by the institution. One whose performance is judged to be inadequate by the Chairperson of the department and/or the Vice President for Academic Affairs may be recommended for dismissal. The President will have the authority to dismiss the faculty member.

• **Illegal or unprofessional conduct:** The institution may dismiss a faculty member at any time for personal conduct that substantially impairs the individual's fulfillment of institutional responsibilities, such as misconduct in office (including, but not limited to: sexual misconduct involving students; falsifying transcripts, resumes, or institution records; drunkenness), gross insubordination, willful neglect of duty, moral turpitude, gross immorality, continued and willful abuse of students, retaliation against students for their exercise of free speech, or any conduct unbecoming a professional as determined by the institution. The institution reserves the right to subject any faculty member arrested for a crime to an administrative hearing to determine if just cause exists to dismiss him or her from his or her position and terminate his or her contract. The faculty member who is terminated for illegal or unprofessional conduct may not receive notice and may be dismissed immediately.

#### **200.6.1 Progressive Discipline**

In appropriate circumstances, LRSU will attempt to use progressive discipline. The institution reserves the absolute right to determine whether it is appropriate to use progressive discipline. Progressive discipline consists of the following steps:

- Discussions between the faculty member and appropriate administrative officers looking toward a mutual settlement;
- Informal inquiry by a faculty committee which may, failing to effect an adjustment, determine whether dismissal proceedings should be undertaken. The committee's opinion is not binding upon the President;
- A statement of charges framed with reasonable particularity by the President or the President's delegate.

If dismissal is deemed in order, the President will address a communication to the faculty member informing him of the reasons for dismissal. The faculty member will have the right to request a hearing to determine whether or not he should have been removed from his position on the grounds stated. Such a request will be made in writing to the President within five days of the receipt of said letter. Upon receipt of the formal request, a hearing will be held to determine if the faculty member's dismissal should be upheld. Such a hearing will be held before the President, Vice President for Academic Affairs, appropriate Department Chair, and a faculty representative chosen by the member whose hearing it is.

#### **200.6.2 Termination Due to Reduction or Elimination of Program or Position**

The institution, at its sole discretion, may dismiss a faculty member due to reduction or elimination of a program or position prior to the end of a contract if restructuring or reduction in force is necessary due to financial exigency or some other reason.

#### **200.7 Exit Interview**

Whenever a faculty member's employment is terminated, whether by dismissal, resignation, or non-renewal, that member will participate in an exit interview with the Vice President for Academic Affairs and other administration if appropriate. The interview will center on the circumstances leading to the faculty member's leaving, but other matters may be discussed as well. A written record of the interview will be placed in the member's personnel file.

#### **200.8 Grievance Procedure**

If a faculty member believes the reasons he or she was given for non-reappointment violate his or her academic freedom, violate stated review procedures, or were based on discriminatory practices, he may petition the President to appoint a Grievance Committee to review his or her grievance. The burden of proof will rest upon the petitioning faculty member. The functions of the Grievance

Committee are:

- To determine whether or not the notice of non-reappointment constitutes on its face a violation of academic freedom or stated review practices or was improperly discriminatory
- To seek to settle the matter by informal methods
- To decide whether or not the evidence submitted in support of the petition warrants a recommendation that a formal proceeding be conducted
- To report the findings to the President and to make such recommendations to him as are deemed necessary and proper

If a formal hearing is pursued, the case will be brought before a committee consisting of the Chief Academic Officer, and three peer faculty members. Again, the burden of proof will rest on the petitioning faculty member. All alleged breaches of academic freedom will be reviewed by the Board of Trustees before a final disposition is reached.

For grievances in matters such as salaries, denial of promotion, assignment of teaching duties, space or other facilities, perceived discrimination, harassment, etc., the faculty member may petition the President for redress. The petition will set forth in detail the nature of the grievance and will state against whom the grievance is directed as well as the specific policy alleged to have been violated. It will contain any factual data the petitioner deems pertinent to the case.

A Grievance Committee appointed by the President will have the right to decide whether or not the facts merit a detailed investigation. Submission of a petition will not automatically entail investigation or detailed consideration thereof.

The Committee may seek to bring about a settlement of the issue satisfactory to the parties. If such a settlement is not possible or is not appropriate, the Committee will report its findings to the petitioner and to the President, and the petitioner will, if he so requests, be provided an opportunity to appeal his case to the President. If such an appeal is requested, the decision of the Grievance Committee will be presented in writing to the President, who will make the final determination and resolution of the case.

## Appendix 5

### INSTRUCTIONAL STAFF LISTING (ISL) FOR FULL-TIME AND PART-TIME FACULTY

Name of Institution: Luther Rice University

Site Location (if not main campus):

Academic Term(s): Spring/Summer/Fall 2012

Date Form Completed: October 26, 2012

Name of Academic Department/School: Graduate/Undergraduate Depts. of Luther Rice University

#### BIBLE AND THEOLOGY

NAME (Last name first)	DEGREES AND DISCIPLINE	COURSES TAUGHT	OTHER QUALIFICATIONS OR EXPERIENCE
Arnett, Brad VP Acad Affairs PT Graduate	Doctor of Philosophy 91 hrs.-NT Concentration: New Testament 28 hrs.-GR New Orleans Baptist Theological Seminary	BH 501 (formerly TH 530)-Introduction to Biblical Hermeneutics <b>(G)</b> NT 520-New Testament Introduction <b>(G)</b> NT 610-Romans <b>(G)</b>	Member-Society of Biblical Literature, Evangelical Theological Society; Pastored Harmony Baptist, 1998-2003; President-Minister's Conference, Pearl River Bapt. Assoc., 2000-2001; Presentations include "A New Look at Markan Soteriology" and "A Literary Analysis of Exodus 20:1-17-Southwestern Regional ETS meeting, 1999

Cocar, Benjamin FT Undergraduate	Doctor of Ministry Grace College and Seminary	37 hrs.-TH 25 hrs.-NT	EV 203-Spiritual Formation <b>(U)</b>	Adjunct Professor-William Tyndale College, 1990-2001; Adjunct Professor-Michigan Theological Seminary, 1999-2001; Pastor-First Romanian Baptist Church, 1986-2001; Former Executive Secretary-Romanian Baptist Association of United States and Canada; Weekly radio speaker for Church's Romanian Language; Publications include: "The Revelation of Jesus Christ", Multimedia:Romania, 1998; "God's Questions to the Human Race", Multimedia:Romania, 2002; "351 Questions from the Bible", FRBC, 1989
Dieringer, Dennis VP Student Development PT Undergraduate	Doctor of Ministry Luther Rice University	27 hrs.-TH 45 hrs.-PA	BH 101-Biblical Research Methods <b>(U)</b> TH 321-Christology <b>(U)</b> TH 401-Ecclesiology <b>(U)</b>	Pastor-Fresno Bible Church, 1974-1980; Pastor-Anchor Baptist Church, 1980-1987; School Representative (15+ years) and former Vice President for ACCESS; Previous member-AACRAO; Member-ETS; Headmaster-Social Circle Christian School, 2005-2008
Gordon, William PT Graduate	Doctor of Theology Concentration: Theology New Orleans Baptist Theological Seminary	56 hrs.-TH	TH 535-Apologetics <b>(G)</b>	Pastor of various churches-8 years; Publications include: "Nation of Islam", Home Mission Board, 1997; Booklet entitled "A Closer Look at a Bridge to Light", Home Mission Board, 1996; "Modern Beliefs of Latter-Day Saints-A Different Future for the Men of Mormonism", Discipleship Training Magazine (SBC), 1994
Henderson, Scott FT Graduate	Doctor of Philosophy Concentration: Bioethics Duquesne University	48 hrs.-ET 42 hrs.-PH	TH 535-Apologetics <b>(G)</b> TH 536-Seminar in Apologetics <b>(G)</b> TH 561-Values and Ethics <b>(G)</b> TH 562-Issues in Ethics <b>(G)</b>	Philosophy Lecturer-Franciscan Univ, 2005-2008; Adjunct Inst-Jefferson Comm College, 2001-2008; Apologetics Instructor-various Christian schools, 1999-2005; Resident Ethicist-St. Francis Medical Center, 2001-2002; Various publications in <i>Journal of the Irenaeanus Foundation</i> including "Some Problems for Veatch's Higher-Brain Model of Death" and "Do Near-Death Experiences Provide Evidential Value for the Afterlife?"; Member-Intl Society of Christian Apologetics, Evangelical Philosophical Society, Center for Bioethics & Human Dignity; Received Magna Cum Laude-MA Philosophy
James, Sujaya PT Graduate	Doctor of Philosophy Concentration: New Testament Dallas Theological Seminary	87 hrs.-NT	NT 523-Jesus and the Gospels <b>(G)</b> NT 525-Life of Paul <b>(G)</b>	VP for Acad Affairs-Carver Bible College, 2007-present; Prof & Director-Bible & Theology, 2007-present; Senior Pastor-Spring Creek Bapt Ch, 2004-2005; Church Planting-Parkway Bapt Ch, 2003-2004; Author of various articles for newspapers/magazines; Guest appearances on various radio programs and television broadcasts; Television broadcast-critique of Dan Brown's <i>The Da Vinci Code</i>

Jones, Marvin FT Graduate	Doctor of Theology Master of Sacred Theology Concentration: Church History University of South Africa Dallas Theological Seminary	96 hrs.-HI	TH 201-Theology Survey I (U) TH 202-Theology Survey II (U) TH 401-Ecclesiology (U) TH 402-Eschatology (U)	Pastor of various churches, 1991-Present; Member, ETS; Adjunct Professor-The Criswell College, Silver State Bible Institute, Bethany College
Kinnebrew, James FT Graduate	Doctor of Philosophy Concentration: Theology Mid-America Baptist Theological Seminary	36 hrs.-TH	NT 701-Revelation (G) PH 431-Apologetics (U) TH 525-Systematic Theology I (G) TH 535-Apologetics (G) TH 538-Seminar in Apologetics (G) TH 545-Spiritual Formation (G) TH 561-Values and Ethics (G) TH 710-Ecclesiology (G)	VP Academic Affairs-LRU, 2003-2011; Publications: "How We got Our Bible," <i>The Tim LaHaye Prophecy Study Bible</i> ; "The Gospel of Affluence," <i>Mid-America Baptist Theological Journal</i> ; "I Love a Mystery!: Interpretive Guidelines for the Parables of Matthew 13," <i>Journal for Biblical Ministry</i> ; Member: ETS, Pre-Trib Research Study Group; Liberty Baptist College Academic Achievement Award, 1980; National Dean's List, 1980; Owner of FishFoodBooks.org (online Christian bookstore); Pastor of various churches 1982-Present.
Mapes, David FT Graduate	Doctor of Philosophy Concentration: Theology Mid-America Baptist Theological Seminary	32 hrs.-TH	DMBT 821-Critical Theological Perspectives (G-Doctoral) TH 525-Systematic Theology I (G) TH 526-Systematic Theology II (G) TH 530-Hermeneutics (G) TH 720-Eschatology (G) TH 730-World Views and Origins (G)	Member, Evangelical Theological Society; Attendance of ETS Meetings, 2000, 2002, 2003, 2004; Published article, "Creation and Science", Holman Bible Dictionary; Presentation, Abrahamic Covenant paper, ETS meeting; Presentation, Jewish Understanding of Covenant between the Deuteronomical Period and the Second Temple Period, ETS meeting; Book Review, Genesis: The Story We Haven't Heard for Journal for ETS; Presentation, The Dual Nature of the Abrahamic Covenant paper, ETS; Review, Paul, Moses and the History of Israel, Mid-America Theological Journal 22 (1998); Review, Chapter 20, WCB/McGraw-Hill's 6 <sup>th</sup> ed. in Human Anatomy and Physiology, Seeley, Stephens, Tate; LRS, Assoc. Prof. of Theology, 2001-Present; Adjunct Prof., Crichton College, DeKalb Tech., Mid-South Community College, NW Mississippi Comm. College, State Tech. Institute, TN; High School Substitute Teacher, Penn Yan Academy, Penn Yan, NY, 1989; Graduate Teaching Assistant, Oklahoma State Univ., 1977-1980; Interim Pastor, Kelleytown Community Church, 2003-2004; Pastor, Antioch Baptist Church, 1999-2001; First Baptist Church, Hartwick, NY, 1993-1995; Bible Baptist Church, Hall, NY, 1985-1990; Associate Pastor, Sunrise Bible Baptist Church, 1992; Bible Baptist Church, Stillwater, OK, 1983-1985
Owens, Mark FT Undergraduate	Doctor of Philosophy (ABD) Master of Theology Concentration: New Testament University of Aberdeen (PhD) Southeastern Baptist Theological Seminary (ThM)	33 hrs.-NT	NT 401-Life of Christ (U) NT 402-Acts (U) NT 421-Pastoral Epistles (U) NT 437-Corinthian Epistles (U)	Tutor-University of Aberdeen; Instructor-Certificate of Women Studies, SEBTS; Teaching Assistant-SEBTS; Pulpit Supply-Variou churches-Cayman Islands, North Carolina, Scotland, Tennessee, 2000-Present; Executive Editor-www.beginningwithmoses.org, 2009-

			Present; Presentations-"ANE Temple-Building Traditions and the Unity of Ephesians 1.20-22," Univ. of Aberdeen New Testament Seminar Meeting, 2010; "Therefore the Redeemed of the Lord Shall Return and Come with Singing unto Zion," ETS, 2009; Various articles in <i>Faith and Mission</i> , <i>Baptist &amp; Reflector</i> ; Publications-"Should Churches Ordain the Divorced & Remarried," <i>Faith and Mission</i> ; "Sunday School Commentary Series: Jeremiah & Lamentations," <i>Baptist &amp; Reflector</i> ; Memberships: ETS, Society of Biblical Literature; Nannie Bruce Nelson Award in NT, SEBTS, 2002
Patterson, Jonathan PT Undergraduate	Master of Theology Concentration: Biblical Languages New Orleans Baptist Theological Seminary	52 hrs.-OT	OT 332-Minor Prophets (U)
Phillips, David FT Graduate	Doctor of Philosophy Concentration: Old Testament Mid-America Baptist Theological Seminary	36 hrs.-OT	HE 531-Hebrew Grammar II (G) OT 520 - Old Testament Introduction (G) OT 530-Old Testament Theology (G) OT 615-Minor Prophets (G) OT 622-Isaiah (G) OT 624-Daniel (G)
Evan Posey PT Undergraduate	Master of Divinity Concentration: Apologetics Luther Rice University	33 hrs.-TH	PH 431-Apologetics (U)
Redman, Michael PT Undergraduate	Master of Theology Dallas Theological Seminary	19.5 hrs.-NT 24.5 hrs.-OT 26 hrs.-TH	NT 102-New Testament Survey (U) OT 101-Old Testament Survey (U)
Skinner, Timothy FT Undergraduate	Master of Theology Dallas Theological Seminary	34 hrs.-TH 29 hrs.-NT 27 hrs.-OT	BH 201 (formerly TH 441)-Biblical Interpretation (U) NT 401-Life of Christ (U) NT 402-Acts (U) NT 431-Gospel of John (U) NT 470-Revelation (U) OT 101-Old Testament Survey (U) OT 303-Genesis (U) TH 402-Eschatology (U)
			Adjunct Professor of Old Testament and Hebrew-NOBTS, 2009-Present; Supply Pastor-Highland Baptist Church, Metairie, LA, 2008-09; Member of Society of Biblical Literature
			Pastor of various churches, 1979-Present; Treasurer-Alcorn Ministerial Association, 1986-1987; Vice Moderator of Bolivar Association, 1983-1984
			Student Pastor-Crosspointe Baptist Church, Oxford, GA; Member: Evangelical Theological Society, Evangelical Philosophical Society, Society of Christian Philosophers, Cross Examined Instructors Group; Certified Apologetics Instructor withCrossExamined.org, Aug 2009
			Pastor, Fayette Bible Church, Fayetteville, GA-1996-2001; Principal-Grace Christian Academy-1995-2001; Principal-Landmark Christian School-1989-1992
			Academic Dean , Professor of Bible and Theology-Carver Bible College; Adjunct Professor-Georgia Baptist College; Conducts Training Classes (505 at 285)-First Baptist Atlanta; Publications include: "Will the Real Jesus Please Stand", Midnight Call, 2004; "Masters of Deception", Midnight Call, 2001; "The Genesis of Deception", Midnight Call, 2001; Member-ETS

Stewart, Joshua PT Undergraduate	Master of Divinity Concentration: Biblical Studies New Orleans Baptist Theological Seminary	58 hrs.-OT	OT 303-Genesis <b>(U)</b>	PhD in Progress-NOBTS; Adjunct Professor-Hebrew and OT courses-NOBTS; Moderator-2009, 2010 ETS SW Regional meeting; Member-Society of Biblical Literature, National Assoc. of Hebrew Professors; Publications-Various book reviews including New International Application Commentary of Joshua
Varkey, Johnson PT Undergraduate	Master of Divinity (LRU) Certificate of Graduate Studies (DTS) Concentration: Theology Luther Rice Seminary/University Dallas Theological Seminary	25 hrs.-TH	TH 310-Creationism <b>(U)</b>	PhD-Zoology, Agra University; Instructor-St. Philip's College, 2004-Present; Instructor-International Bible Center, 2004-09
Wilson, William FT Graduate	Doctor of Philosophy Concentration: New Testament/Preaching Southwestern Baptist Theological Seminary	44 hrs.-NT	GR 531-Greek Grammar I <b>(G)</b> NT 435-Romans <b>(U)</b> NT 520-New Testament Introduction <b>(G)</b> NT 524-First Corinthians <b>(G)</b> NT 530-New Testament Theology <b>(G)</b> NT 605-Gospel of John <b>(G)</b> NT 606-Acts <b>(G)</b>	Assistant Professor of Christian Studies-International Institute for Christian Studies, 2005-Present; Adjunct Professor-Fudan University, Shanghai, China 2005-11; Oklahoma Baptist University, 2004-05; Southwestern Baptist Theological Seminary, 2002-04; Youth Minister-Boston Hill Baptist Church, 1995-2004; Various lectures and presentations-Fudan University, International Institute for Christian Studies, Society of Biblical Literature, ETS; Memberships: ETS, Institute for Biblical Research, Society of Biblical Literature

## COUNSELING

Atkins, Sharon FT Undergraduate	Master of Arts Concentration: Counseling Dallas Theological Seminary	76 hrs.-CO	BC 320-Introduction to Biblical Counseling <b>(U)</b> BC 360-Methodology in Biblical Counseling <b>(U)</b> BC 430-Advanced Counseling Issues <b>(U)</b> BC 450-Legal & Ethical Issues in Biblical Counseling <b>(U)</b> BC 490-Biblical Counseling Practicum <b>(U)</b> SO 333-Marriage/Family Counseling <b>(U)</b>	DMIN-ABD-Gordon Conwell; Director of Counseling-Elizabeth Baptist Church, 1998-2003; Adjunct Professor of Biblical Counseling-Carver Bible College, 1999-Present; Private Practice-Seattle, WA, 1992-1994; Member-American Association of Christian Counselors
Cobb, Ron FT Graduate	Doctor of Ministry Concentration: Counseling Southern Baptist Theological Seminary	48 hrs.-CO	CO 526-Foundations of Biblical Counseling <b>(G)</b> CO 528-Discipleship Counseling and Helping Skills <b>(G)</b> CO 626-Discipleship Counseling Issues,	PhD-in progress; Pastor & Associate Pastor of various churches-20+ years; Director of Discipleship Counseling-Grace Walk Ministries, 1998-Present

			Ethics, Legal Concerns <b>(G)</b> CO 628-Biblical Counseling Methodology <b>(G)</b> CO 629-Biblical Crisis Counseling and Pastoral Care <b>(G)</b> CO 700-Biblical Counseling Practicum <b>(G)</b> DMPC 827-Advanced Biblical Counseling <b>(G-Doctoral)</b> DMPC 927-Biblical Counseling and the Law <b>(G-Doctoral)</b>	
Kerlin, Ann FT Graduate	Doctor of Philosophy (ABD) Concentration: Counseling Liberty University	102 hrs.-CO	BC 421-Theological Foundations in Biblical Counseling <b>(U)</b> BC 460-Biblical Counseling in Ministry <b>(U)</b> CO 526-Foundations of Biblical Counseling <b>(G)</b> CO 528-Biblical Counseling and Helping Skills <b>(G)</b> CO 620-Biblical Counseling in Marriage and Family <b>(G)</b>	Internship-2011 Tanner Health Systems; Board of Directors-2008-11 One Roof Ecumenical Outreach Alliance; Presentation-2010 "Modern Day Slavery", Liberty University; 2010 "Trauma in Marriage and Family Counseling", Liberty University; Member-American Association of Christian Counselors, American Psychological Association, ETS
Mills, Max PT Graduate	Doctor of Philosophy Concentration: Pastoral Care/Counseling Liberty University	102 hrs.-CO	CO 620-Biblical Counseling in Marriage and Family <b>(G)</b>	Pulpit supply-various churches in central Virginia, 2004-05; Pastor-Trinity Baptist Church, Spencer, NC, 1996-03; Adjunct Professor-Liberty Univ, Counseling Dept.

### GENERAL EDUCATION

Atkins, Sharon FT Undergraduate	Master of Arts in Counseling Dallas Theological Seminary	76 hrs.-CO	SO 204-Principles of Sociology <b>(U)</b>	DMIN-ABD-Gordon Conwell; Director of Counseling-Elizabeth Baptist Church, 1998-2003; Adjunct Professor of Biblical Counseling-Carver Bible College, 1999-Present; Private Practice-Seattle, WA, 1992-1994; Member-American Association of Christian Counselors
Bost, Marcia PT Undergraduate	Master of Education University of West Georgia	23 hrs.-EN	EN 102-English Composition II <b>(U)</b> EN 333-World Literature <b>(U)</b> RW 100-Intro to Theol Rsrch & Writing <b>(U)</b> RW 500-Introduction to Theological Research and Writing <b>(G)</b>	Adjunct Instructor-Atlanta Christian College (English, Journalism); Editor-Parkside Post

Brown, Louvincey PT Undergraduate	Doctor of Philosophy Concentration: Linguistics/Communication Union Institute and University	141 hrs.-LING/ COMM	EN 201-Public Speech <b>(U)</b>	Professor of Speech-GA Perimeter College, 2006-Present; The "Cole Fellow" Award, GA Perimeter College, 2009; Nominee-Board of Regents Scholarship of Teaching and Learning (SOTL), GA Perimeter College, 2009; Memberships: College Language Association, 2011-Present; Southeastern Conference on Language (SECOL), 2006-Present; Georgia Communication Association (GCA), 1989-Present; National Parent Teacher Association, 1987-Present; Various professional presentations
Davis, Mike PT Undergraduate	Doctor of Philosophy Concentration: Science Clemson University	115 hrs.-SC	SC 103-General Physical Science <b>(U)</b>	Pastor of various churches, 1989-Present; Visiting Professor of Physics, Tulane University, 1988-1991; Professor of Physics, North Georgia College, 1977-1988; Broadman Seminarian Award for Outstanding Achievement in Biblical Studies, New Orleans Baptist Theological Seminary, 1991; Outstanding Student Award Master of Divinity Program, New Orleans Baptist Theological Seminary, 1991
Fleming, Ellen PT Undergraduate	Master of Science Concentration: Mathematics University of Alabama at Birmingham	39 hrs.-MA	MA 201-College Algebra <b>(U)</b>	Adjunct Professor of Mathematics-Beulah Heights Bible College, 2004-Present; President and CEO-ENF, Inc.; Member-National Association of Female Executives, International Who's Who Among Professional Women in Business, National Coalition of 100 Black Women; Author of "Life Strategies for the Corporate Environment"; for which she was recipient of the Book of the Year in Business Award, National Association of Book Dealers Exchange, 1999; Recipient of "Power of One" award for Leader in Mentorship
Guthrie, Tony FT Graduate	Doctor of Philosophy Concentration: Pastoral Ministries New Orleans Baptist Theological Seminary	132 hrs.-PA	DMRW 800-Research and Writing <b>(G)</b>	Pastor of various churches, 12 years; Certified Transitional Pastor through Lifeway; FAITH Evangelism Leader, certified; Member, Evangelical Homiletics Society; Dale Carnegie Training including The Dale Carnegie Course, High Impact Presentations; Successful Public Speaking; Published Sermon, "Jesus Model Missionary" Proclaim; Pastoral Ministries Director, Chapappeela Baptist Association, LA 1996-97;

Henderson, Jonathan PT Undergraduate	Master of Arts Concentration: History University of Central Florida	33 hrs.-HI	HI 101-World Civilizations I <b>(U)</b> HI 102-World Civilizations II <b>(U)</b> HI 401-American History and Government <b>(U)</b>	Reader/Grader-College Board's Adv World History Exam; Editor-Pearson Education's <i>World Civilizations</i> , 5 <sup>th</sup> edition; US State Dept Grant via Bureau of Educ/Cultural Affairs, 2010; Japan Fulbright Award, 2010; Korean Studies Fellowship Award, 2009; Member-National Council for Social Studies (NCSS); District Level Star Teacher Award, 2008.
Henderson, Scott FT Graduate	Doctor of Philosophy Concentration: Bioethics Duquesne University	48 hrs.-ET 42 hrs.-PH	PH 201-Philosophy of Religion <b>(U)</b> PH 520-Logic <b>(G)</b>	Philosophy Lecturer-Franciscan Univ, 2005-2008; Adjunct Inst-Jefferson Comm College, 2001-2008; Apologetics Instructor-various Christian schools, 1999-2005; Resident Ethicist-St. Francis Medical Center, 2001-2002; Various publications in <i>Journal of the Irenaeus Foundation</i> including "Some Problems for Veatch's Higher-Brain Model of Death" and "Do Near-Death Experiences Provide Evidential Value for the Afterlife?"; Member-Intl Society of Christian Apologetics, Evangelical Philosophical Society, Center for Bioethics & Human Dignity; Received Magna Cum Laude-MA Philosophy
Jaggar, Bill PT Graduate	Doctor of Philosophy Concentration: History Southwestern Baptist Theological Seminary	36 hrs.-HI	HI 202-Church History <b>(U)</b> HI 522-Church History <b>(G)</b> HI 622-American Christianity <b>(G)</b>	Pastor-First Baptist Church, Philadelphia, MS, 1991-1996; Pastor-Medulla Baptist, Lakeland, FL, 1988-1991
Jones, Marvin FT Graduate	Doctor of Theology Master of Sacred Theology Concentration: Church History University of South Africa Dallas Theological Seminary	96 hrs.-HI	HI 202-Church History <b>(U)</b>	Pastor of various churches, 1991-Present; Member, ETS; Adjunct Professor-The Criswell College, Silver State Bible Institute, Bethany College
Latimer, Shana PT Undergraduate	Master of Arts Concentration: English/Lit Studies Georgia State University	90 hrs.-EN	EN 101-English Composition I <b>(U)</b> EN 102-English Composition II <b>(U)</b> EN 333-World Literature <b>(U)</b> RW 100-Introduction to Theological Research and Writing <b>(U)</b> RW 500-Introduction to Theological Research and Writing <b>(G)</b>	Contributing Writer-H Magazine, McDonough, GA; Writing Studio Tutor-Georgia State University, Atlanta, GA; Editor- <i>The Bent Tree</i> -Clayton State University, Morrow, GA; Staff Writer- <i>The Bent Tree</i> , Clayton State University, Morrow, GA; Publication: "ubiquitous," <i>Cygnets</i> , Clayton State University, 2009; Affiliated with Sigma Tau Delta
Leonard, David PT Undergraduate	Doctor of Philosophy Concentration: Philosophy University of Arkansas	49 hrs.-PH	PH 101-Critical Thinking <b>(U)</b> PH 201-Philosophy of Religion <b>(U)</b> PH 301-Worldviews <b>(U)</b> PH 302-Principles of Philosophy <b>(U)</b> PH 520-Logic <b>(G)</b>	Adjunct Professor: North Central University-2011-Present; Inver Hills Community College, 2011-Present; Bethel University, 2010-Present; Presentations at International Institute of Christian Studies, Baptist

			SO 401-World Religions (U)	Association of Philosophy Teachers, Moral Science Club; Presentations include: "How to Think about Intelligent Design," <i>Engaging Our World</i> ; Intellectual Virtue and the Justification of Persons," <i>Southern Journal of Philosophy</i> ; Memberships: Evangelical Philosophical Society, Society of Christian Philosophers
MacGregor, Kirk PT Undergraduate	Doctor of Philosophy Concentration: Religious Studies University of Iowa	36 hrs.-Rel Studies 33 hrs.-TH	SO 401-World Religions (U)	Author: <i>A Comparative Study of Adjustments to Social Catastrophes in Christianity and Buddhism</i> ; <i>A Molinist-Anabaptist Systematic Theology</i> ; <i>A Central European Synthesis of Radical and Magisterial Reform</i> ; Co-Editor- <i>Perspectives on Eternal Security</i> ; Articles in various publications such as <i>Journal of the International Society of Christian Apologetics</i> , <i>Mennonite Quarterly</i> , <i>Bibliotheca Sacra</i> ; Presentations at International Society of Christian Apologetics, ETS; Memberships include: ETS, International Society of Christian Apologetics, Society of Biblical Literature
Mapes, David FT Graduate	Doctor of Philosophy Concentration: Theology Mid-America Baptist Theological Seminary	32 hrs.-TH	SC 103-General Physical Science (U)	Member, Evangelical Theological Society; Attendance of ETS Meetings, 2000, 2002, 2003, 2004; Published article, "Creation and Science", Holman Bible Dictionary; Presentation, Abrahamic Covenant paper, ETS meeting; Presentation, Jewish Understanding of Covenant between the Deuteronomomic Period and the Second Temple Period, ETS meeting; Book Review, Genesis: The Story We Haven't Heard for Journal for ETS; Presentation, The Dual Nature of the Abrahamic Covenant paper, ETS; Review, Paul, Moses and the History of Israel, Mid-America Theological Journal 22 (1998); Review, Chapter 20, WCB/McGraw-Hill's 6 <sup>th</sup> ed. in Human Anatomy and Physiology, Seeley, Stephens, Tate; LRS, Assoc. Prof. of Theology, 2001-Present; Adjunct Prof., Crichton College, DeKalb Tech., Mid-South Community College, NW Mississippi Comm. College, State Tech. Institute, TN; High School Substitute Teacher, Penn Yan Academy, Penn Yan, NY, 1989; Graduate Teaching Assistant, Oklahoma State Univ., 1977-1980; Interim Pastor, Kelleytown Community Church, 2003-2004; Pastor, Antioch Baptist Church, 1999-2001; First Baptist Church, Hartwick, NY, 1993-1995; Bible Baptist Church, Hall, NY, 1985-1990; Associate

			Pastor, Sunrise Bible Baptist Church, 1992; Bible Baptist Church, Stillwater, OK, 1983-1985
Pattison, Steve PT Undergraduate	Master of Music Southwestern Baptist Theological Seminary	75 hrs.-MU	MU 102-Music Appreciation <b>(U)</b>
Rockett, Pamela PT Graduate	Master of Business Administration University of Arizona	76 hrs.-BS/AD	BU 101-Personal Finance <b>(U)</b>
Rockett, Pete PT Graduate	Master of Arts University of Northern Colorado Major-Social Science/Public Admin	46 hrs.-BS/AD	BU 101-Personal Finance <b>(U)</b>

## MISSIONS

Coleman, Derek PT Graduate	Doctor of Philosophy Concentration: Evangelism Southern Baptist Theological Seminary	41 hrs.-EV	MI 520-Missions Perspectives <b>(G)</b>	Adjunct Professor of Theology-Campbellsville University, 2004-Present; Garrett Teaching Fellow-Graham School of Missions, Evangelism & Church Growth, 1998-1999; Naval Nuclear Instructor-Naval Nuclear Power Training Unit, (South Carolina-1988-1992; New York-1981-1984); Pastor of various churches 10+ years
Gordon, William PT Graduate	Doctor of Theology Concentration: Theology New Orleans Baptist Theological Seminary	56 hrs.-TH	MI 625-Non-Traditional Beliefs <b>(G)</b>	Pastor of various churches-8 years; Publications include: "Nation of Islam", Home Mission Board, 1997; Booklet entitled "A Closer Look at a Bridge to Light", Home Mission Board, 1996; "Modern Beliefs of Latter-Day Saints-A Different Future for the Men of Mormonism", Disciple. Trning Mag (SBC), 1994

Leonard, David PT Undergraduate	Doctor of Philosophy Concentration: Philosophy University of Arkansas	49 hrs.-PH	MI 620-World Religions <b>(G)</b>	Adjunct Professor: North Central University-2011-Present; Inver Hills Community College, 2011-Present; Bethel University, 2010-Present; Presentations at International Institute of Christian Studies, Baptist Association of Philosophy Teachers, Moral Science Club; Presentations include: "How to Think about Intelligent Design," <i>Engaging Our World</i> ; Intellectual Virtue and the Justification of Persons," <i>Southern Journal of Philosophy</i> ; Memberships: Evangelical Philosophical Society, Society of Christian Philosophers
Owens, Howard PT Graduate	Doctor of Philosophy Concentration: Missions New Orleans Baptist Theological Seminary	68 hrs.-MI	MI 202-Survey of Christian Missions <b>(U)</b> MI 520-Missions Perspectives <b>(G)</b>	Chair and Asst. Professor of Missions and Christian Education, Temple Baptist Seminary, 2006-Present; Committee Chair-Doctor of Ministry Project, 2007-Present; Assistant Professor-Liberty University Online, 2011-Present; Adjunct Faculty-New Orleans Baptist Theological Seminary, 2003-05; Professor of the Year-Tennessee Temple University, 2011
Thomas, Suresh PT Undergraduate	Doctor of Ministry Asbury/Beeson Theological Seminary	18 hrs.-PA	MI 202-Survey of Christian Missions <b>(U)</b>	Pastor-The Village Church, Duluth, GA; Professor of various courses including: Leadership Development, Marketplace Mission, Church Leadership Development, and Introduction to World Religions; Case Manager-Refugee Resettlement-2008-09; Project Director-Social Rehabilit in Sri Lanka-2002-05
<b>PRACTICAL THEOLOGY</b>				

Cobb, Ron FT Graduate	Doctor of Ministry Concentration: Counseling Southern Baptist Theological Seminary	48 hrs.-CO 68 hrs.-PA	CM 520-Ministerial Duties <b>(G)</b>	PhD-in progress; Pastor & Associate Pastor of various churches-20+ years; Director of Discipleship Counseling-Grace Walk Ministries, 1998-Present
Cocar, Benjamin FT Undergraduate	Doctor of Ministry Grace College and Seminary	40 hrs.-PA	EV 101-Personal Evangelism <b>(U)</b> PA 301-Leadership <b>(U)</b> PA 302-Pastoral Work <b>(U)</b> PA 310-Principles of Biblical Exposition <b>(U)</b> PA 401-Principles of Church Administration <b>(U)</b>	Adjunct Professor-William Tyndale College, 1990-2001; Adjunct Professor-Michigan Theological Seminary, 1999-2001; Pastor-First Romanian Baptist Church, 1986-2001; Former Executive Secretary-Romanian Baptist Association of United States and Canada; Weekly radio speaker for Church's Romanian Language; Publications include: "The Revelation of Jesus Christ", Multimedia:Romania, 1998; "God's Questions

			to the Human Race”, Multimedia:Romania, 2002; “351 Questions from the Bible”, FRBC, 1989
Coleman, Derek PT Graduate	Doctor of Philosophy Concentration: Evangelism Southern Baptist Theological Seminary	41 hrs.-EV	EV 101-Personal Evangelism <b>(U)</b> EV 520-Theology & Practice of Evangelism <b>(G)</b> EV 710-Principles of Church Growth <b>(G)</b>
Erickson, Rol PT Graduate	Doctor of Philosophy Concentration: Organizational Leadership Regent University	66 hrs.-LD	LD 517-Servant Leadership <b>(G)</b>
Guthrie, Tony FT Graduate	Doctor of Philosophy Concentration: Pastoral Ministries New Orleans Baptist Theological Seminary	132 hrs.-PA	BE 521-Essentials of Biblical Exp. <b>(G)</b> BE 522-Practical Biblical Comm. <b>(G)</b> BE 523-Christian Rhetoric <b>(G)</b> CM 701-Church Ministry and Management <b>(G)</b> DMBC 811-Advanced Biblical Exposition <b>(G-Doctoral)</b> DMBC 821-Contemporary Preaching <b>(G-Doctoral)</b> DMBC 826-Advanced Biblical Communication <b>(G-Doctoral)</b> PA 312-Christian Rhetoric <b>(U)</b>
Kreutzer, Bruce PT Graduate	Doctor of Philosophy Concentration: Higher Education Georgia State University	23 hrs.-MI	CM 530-Educational Ministries <b>(G)</b> ED 520-Methods of Teaching <b>(G)</b>
Meyers, Jeff PT Graduate	Doctor of Philosophy Concentration: Evangelism Southwestern Baptist Theological Seminary		CM 520-Ministerial Duties <b>(G)</b>
Mohler, Thomas PT Graduate	Doctor of Ministry (LRU) Master of Divinity (LU) Concentration: Chaplaincy Luther Rice University	27 hrs.-PA 24 hrs.-TH	CM 730-Introduction to the Ministry of Chaplaincy <b>(G)</b> CM 735-Chaplaincy and Pastoral Care <b>(G)</b>
			Adjunct Professor of Theology-Campbellsville University, 2004-Present; Garrett Teaching Fellow-Graham School of Missions, Evangelism & Church Growth, 1998-1999; Naval Nuclear Instructor-Naval Nuclear Power Training Unit, (South Carolina-1988-1992; New York-1981-1984); Pastor of various churches 10+ years
			Organizational Develop Consultant, 1999-present; Facilitator-Univ of Phoenix, 2001-present; Adj Prof-Indiana Wesleyan Univ, 2001-present; Minister of Pastoral Care-Northland A Church Dist, 2003-2005; Exec Director-Living Stones Gospel Outreach 1987-1995; ADA Certification; Certified Training Consultant; Online Faculty Certification
			Pastor of various churches, 12 years; Certified Transitional Pastor through Lifeway; FAITH Evangelism Leader, certified; Member, Evangelical Homiletics Society; Dale Carnegie Training including The Dale Carnegie Course, High Impact Presentations; Successful Public Speaking; Published Sermon, “Jesus Model Missionary” Proclaim; Pastoral Ministries Director, Chapappeela Baptist Association, LA 1996-97;
			Served 6 years, Director of Christian Education, two churches; Member, North American Professors of Christian Education (NAPCE), Conference attendance of NAPCE, October, 2004
			Sr. Pastor-First Baptist Church, Conyers, Georgia, 2008-Present; Sr. Pastor-East Booneville Baptist Church, MS; Evangelist-Crossroads Ministries
			Colonel-Texas Air Force; Chief of Chaplains Air Division, Texas State Guard

	Liberty University			
Ricketson, Rusty FT Graduate	Doctor of Philosophy Concentration: Organizational Leadership Regent University	63 hrs.-LD	DMAL 831-Leadership Development for 21 <sup>st</sup> Century <b>(G-Doctoral)</b> DMAL 851-Advanced Strategic Planning and Goal Setting <b>(G-Doctoral)</b> DMTM 800-Theology of Ministry <b>(G-Doctoral)</b> LD 511-Leader/Follower Theories & Practice <b>(G)</b> LD 512-Theological Foundations of Leading & Following <b>(G)</b> LD 513-Leader/Follower Values and Ethics <b>(G)</b> LD 514-Leader/Follower Development <b>(G)</b> LD 515-Principles of Strategic Planning <b>(G)</b> LD 516-Conflict Resolution <b>(G)</b>	Youth Pastor-Warrenton First Baptist Church, 1983; Pastor-Stonecrest Baptist Church, 1984-1989; President-Foundation of the Faith
Thomas, Suresh PT Graduate	Doctor of Ministry Asbury/Beeson Theological Seminary	18 hrs.-PA	CM 711-Intern Practicum <b>(G)</b> PA 401-Principles of Church Administration <b>(U)</b> PA 405-Intern Practicum <b>(U)</b>	Pastor-The Village Church, Duluth, GA; Professor of various courses including: Leadership Development, Marketplace Mission, Church Leadership Development, and Introduction to World Religions; Case Manager-Refugee Resettlement-2008-09; Project Director-Social Rehabilitation in Sri Lanka-2002-05
Wilson, Jimmy PT Graduate	Doctor of Ministry Luther Rice University	63 hrs.-PM	ED 201-Survey of Christian Education <b>(U)</b>	Associate Pastor-Glen Haven Baptist Church; Executive Board-International Baptist Missionary Fellowship; Executive Committee-Atlanta Baptist Association; Monthly Speaker-Dekalb County Youth Detention Center, 1980-82
Woods, Michael PT Undergraduate	Doctor of Ministry Luther Rice University	36 hrs.-PA	PA 310-Principles of Biblical Exposition <b>(U)</b> PA 313-Principles of Biblical Communication <b>(U)</b>	Pastor-Mount Moriah Baptist Church; Founder-Ministry With Excellence, Inc.; Associate Pastor-Fairfield Baptist Church, 1983-1984

**LIBRARY**

<p>Haller, Hal          Librarian          PT          Undergraduate</p>	<p>Master of Theology          Master of Librarianship          Dallas Theological Seminary          Emory University</p>	<p>42 hrs.-LI          20 hrs.-TH          TH 201-Theology Survey I <b>(U)</b>          TH 202-Theology Survey II <b>(U)</b></p>	<p>Member-ETS, Grace Evangelical Theological Society, Creation Social Science and Humanities Society, Association of Christian Librarians, American Theological Library Association; Assistant Professor-Grace Evangelical School of Theology; Assistantship-Pitts Theological Library, Emory University, 1980; Library Director-Northside Christian School, 1981-1983; Acting Librarian-Florida Bible College-1988-1993; Library Director-Southeastern Bible College, 1997-2000;</p>
--	---	--	---

## Appendix 6

### LUTHER RICE SEMINARY AND UNIVERSITY BOARD OF TRUSTEES (July 2012)

<u>Mr. Rick Carlisle</u> 273 Blue Heron Drive Rock Hill, SC 29732 803-327-9107 (h) 803-389-0195 (cell) <a href="mailto:RKCarlisle@tds.net">RKCarlisle@tds.net</a> <a href="mailto:river_rat@comporium.net">river_rat@comporium.net</a> Wife: Kay	2013 (2)	<u>Dr. David Nelms</u> Grace Fellowship Church 8350 Okeechobee Boulevard West Palm Beach, FL 33411 <b>(561) 333-4222 ext. 258 (o)</b> (561) 792-6241 (h) (561) 253-5718 (cell) (561) 784-3456 (Fax) <a href="mailto:nelmsd@hotmail.com">nelmsd@hotmail.com</a> <a href="mailto:David_Nelms@gfwpb.org">David_Nelms@gfwpb.org</a> Wife: Loretta	2014 (2)
<u>Mr. Jimmy Cox</u> 13430 US Highway 29 Andalusia, AL 36420-7228 (334) 222-3803 (h) (334) 222-3833 (w) (334) 488-1607 (cell) <a href="mailto:jcoxcm@andycable.com">jcoxcm@andycable.com</a> Wife: Tammy	2014 (2)	<u>Dr. Harold Rawlings</u> The Rawlings Foundation P. O. Box 908 Florence, KY 41022 (859) 485-1161 (h) (859) 371-3332 ext. 240 (w) (859) 630-3037 (cell) <a href="mailto:harold.rawlings@fuse.net">harold.rawlings@fuse.net</a> Wife: Sylvia	2015 (1)
<u>Mr. Daryl Edwards</u> 8285 Hwy 121 Surrency, GA 31563 (912) 367-0124 (h) Wife: Diane	2015 (1)	<u>Dr. Mark Riser</u> 405 5 <sup>th</sup> Street Jackson, SC 29831 (803) 471-9507 (home) (803) 645-0182 (cell) Wife: Cathy	2013 (1)
<u>Dr. Carl Marshall</u> P. O. Box 406 Colquitt, GA 39837 (229) 254-1515 <a href="mailto:Carl7777@aol.com">Carl7777@aol.com</a> Wife: Sally	2015 (1)	<u>Mrs. Lou Souders</u> <b>Secretary</b> 3494 Turtle Cove Court Marietta, GA 30067 (770) 953-3862 (h phone and fax) (678) 427-3643 (cell) <a href="mailto:lousouders@aol.com">lousouders@aol.com</a> Husband: John	2012 (1)
<u>Dr. F. Murray Mathis</u> <b>Vice Chairman</b> 1814 Thomas Court Murfreesboro, TN 37127 (615) 890-7308 (h) (615) 210-8955 (cell) (615) 890-7308 (fax) Wife: Loretta <a href="mailto:fmmathisonestep@att.net">fmmathisonestep@att.net</a>	2014 (2)		

<u>Mr. Paul Spence</u>	2012	<u>Dr. Michael Woods</u>	2014
HC 3 Box 547072	(1)	4391 Cedar Pointe Drive SW	(1)
Kirbyville, TX 75956		Snellville, GA 30039	
(409) 781-6285 (cell)		(404) 642-1412 (cell)	
<a href="mailto:pspence@setxind.com">pspence@setxind.com</a>		(770) 972-0051 (home)	
Wife: Stacy		(770) 972-0091 (office)	
		<a href="mailto:drmichaelwoods@bellsouth.net">drmichaelwoods@bellsouth.net</a>	
		<a href="mailto:DrWoods@mwenow.com">DrWoods@mwenow.com</a>	
		Wife: Marilyn	
<u>Mr. Howell Teasley</u>	2013		
459 Cascades Lane	(1)		
Blue Ridge, GA 30513			
(706) 632-6219 (home)			
(706) 258-7825 (cell)			
<a href="mailto:teasley@tds.net">teasley@tds.net</a>			
Wife: Jane			
<u>Dr. Len Turner</u>	2014		
3283 Eagle Watch Drive	(1)		
Woodstock, GA 30189			
(770) 517-0510 (h)			
(770) 924-5358 (w)			
(678) 525-1396 (cell)			
(770) 924-5358 (fax)			
<a href="mailto:lenbturner@comcast.net">lenbturner@comcast.net</a>			
Wife: Pansy			
<u>Dr. Jim Waddle</u>	2013		
<b>Chairman</b>	(2)		
2212 Lattimore Farm Drive			
Kennesaw, GA 30152			
<b>(770) 528-0900 (h)</b>			
(770) 335-7585 (cell)			
<a href="mailto:jimbwaddle@yahoo.com">jimbwaddle@yahoo.com</a>			
Wife: Phyllis			
<u>Dr. Robert Williams</u>	2014		
P. O. Box 10044	(1)		
Augusta, GA 30903			
(706) 855-5055 (h)			
(706) 722-8693 (o)			
(706) 722-8695 (fax)			
(706) 294-5055 (cell)			
<a href="mailto:3minc@bellsouth.net">3minc@bellsouth.net</a>			
Wife: Theresa			

Appendix 7 –  
Audited Financial Statement June 30, 2012 and 2011

**LUTHER RICE UNIVERSITY, INC.**

Financial Statements

June 30, 2012 and 2011

With Independent Auditor's Report Thereon

*James Dykhouse, CPA*

---

330 AMHERST COURT, N.E.

ATLANTA, GEORGIA 30328

770•393•1364 PHONE

**Independent Auditor's Report**

The Board of Trustees  
Luther Rice University, Inc.:

I have audited the accompanying statements of financial position of Luther Rice University, Inc. (the "University") as of June 30, 2012 and 2011, and the related statements of activities, cash flows, and functional expenses for the years then ended. These financial statements are the responsibility of the University's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audits provide a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the University at June 30, 2012 and 2011, and its changes in net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

*James Dykhouse, CPA*

July 31, 2012

**LUTHER RICE UNIVERSITY, INC.**

Statements of Financial Position

June 30, 2012 and 2011

<b>Assets</b>	<u>2012</u>	<u>2011</u>
Cash and cash equivalents	\$ 1,498,355	1,957,923
Student accounts receivable and other, net of allowance of \$103,069 in 2012 and \$79,275 in 2011	133,216	203,653
Investments (note 2)	1,788,725	1,077,283
Prepaid expenses and other assets	203,985	208,322
Educational plant (note 4)	<u>1,615,906</u>	<u>1,595,883</u>
Total assets	<u>\$ √ 5,240,187</u>	<u>5,043,064</u>
<b>Liabilities</b>		
Accounts payable	\$ 47,821	50,908
Accrued expenses	13,353	97,967
Student deposits and prepayments	859,025	983,335
Notes payable (note 6)	-	298,981
Total liabilities	<u>√ 920,199</u>	<u>1,431,191</u>
<b>Net assets</b>		
Unrestricted	3,756,713	3,065,292
Temporarily restricted (note 7)	87,059	74,515
Permanently restricted (note 7)	<u>476,216</u>	<u>472,066</u>
Total net assets	<u>4,319,988</u>	<u>3,611,873</u>
Commitments (notes 6 and 8)	<u>                    </u>	<u>                    </u>
Total liabilities and net assets	<u>\$ 5,240,187</u>	<u>5,043,064</u>

See accompanying notes to financial statements.

LUTHER RICE UNIVERSITY, INC.

Statement of Activities

Year ended June 30, 2011

	<u>Unrestricted</u>	<u>Temporarily restricted</u>	<u>Permanently restricted</u>	<u>Total 2011</u>
<b>Revenue, gains, and other support:</b>				
Tuition	\$ 4,011,028	-	-	4,011,028
Fees	497,382	-	-	497,382
Less student assistance	<u>(300,573)</u>	<u>-</u>	<u>-</u>	<u>(300,573)</u>
Tuition and fees, net of student assistance	4,207,837	-	-	4,207,837
Private gifts	163,541	121,514	26,500	311,555
Government grants	15,566	-	-	15,566
Income on investments	22,196	-	-	22,196
Other additions	38,698	-	-	38,698
Net assets released from restrictions	<u>109,357</u>	<u>(109,357)</u>	<u>-</u>	<u>-</u>
<b>Total revenue, gains,     and other support</b>	<u>4,557,195</u>	<u>12,157</u>	<u>26,500</u>	<u>4,595,852</u>
<b>Expenses and losses:</b>				
Instruction	1,602,008	-	-	1,602,008
Academic support	852,425	-	-	852,425
Student services	674,148	-	-	674,148
Institutional support	1,104,865	-	-	1,104,865
International missions	<u>141,755</u>	<u>-</u>	<u>-</u>	<u>141,755</u>
<b>Total expenses and losses</b>	<u>4,375,201</u>	<u>-</u>	<u>-</u>	<u>4,375,201</u>
<b>Change in net assets</b>	181,994	12,157	26,500	220,651
Net assets at beginning of year	<u>2,883,298</u>	<u>62,358</u>	<u>445,566</u>	<u>3,391,222</u>
Net assets at end of year	<u>\$ 3,065,292</u>	<u>74,515</u>	<u>472,066</u>	<u>3,611,873</u>

See accompanying notes to financial statements.

LUTHER RICE UNIVERSITY, INC.

Statement of Functional Expenses

Year Ended June 30, 2012

	Instruction	Academic Support	Student Services	Institutional Support	International Missions	Total
Personnel:						
Salaries	\$ 1,220,290	572,436	412,070	495,555	62,400	2,762,751
Payroll taxes	23,089	29,051	24,427	23,495	-	100,062
Benefits	63,266	40,034	25,929	40,930	922	171,081
Professional development	17,397	27,944	-	6,647	-	51,988
Other expenses:						
Computer related costs	94,236	72,813	28,561	14,280	7,141	217,031
Operation and maintenance	109,088	84,291	33,063	16,531	8,266	251,239
Depreciation	82,211	63,524	24,917	12,458	6,230	189,340
Miscellaneous	51,820	40,040	15,706	7,853	3,927	119,346
Retirement payments	19,674	8,439	5,650	20,321	1,560	55,644
Advertising	-	-	-	182,682	-	182,682
Accrediting and license costs	-	-	-	77,427	-	77,427
Professional and consulting fees	-	-	-	130,636	-	130,636
Supplies	40,877	31,586	12,389	25,915	3,098	113,865
Travel and conference	10,960	6,835	21,148	19,452	-	58,395
International extension center	-	-	-	-	28,718	28,718
Graduation expenses	-	-	145,594	-	-	145,594
Security	-	-	-	47,707	-	47,707
Merchant fees	-	-	-	37,164	-	37,164
Postage and shipping	14,757	11,403	4,473	2,236	1,118	33,987
Bad debts	-	-	-	23,265	-	23,265
Interest	-	-	-	5,693	-	5,693
Insurance	-	-	-	13,279	-	13,279
Printing and copying expenses	3,747	2,895	1,135	568	284	8,629
	\$ 1,751,412	991,291	755,062	1,204,094	123,664	4,825,523

See accompanying notes to financial statements.

LUTHER RICE UNIVERSITY, INC.

Notes to Financial Statements

June 30, 2012 and 2011

(1) **Summary of Significant Accounting Policies**

(a) *Description of Business*

Luther Rice University (the "University") is an educational institution, which provides ministerial training through both on-campus and distance learning programs.

(b) *Accrual Basis of Accounting*

The accompanying financial statements have been prepared on the accrual basis of accounting.

(c) *Basis of Presentation of Financial Statements*

Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions

Unrestricted net assets include amounts that are not subject to donor-imposed stipulations.

Temporarily restricted net assets are those net assets subject to donor-imposed stipulations that may or will be met either by actions of the University and/or the passage of time.

Permanently restricted net assets are subject to donor-imposed stipulations that they be maintained permanently by the University. Generally, the donors of these assets permit the University to use all or part of the income earned on related investments for general or specific purposes.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or by law. Expirations of temporary restrictions on net assets (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as reclassification between the applicable classes of net assets.

(d) *Investments*

Investments are recorded at fair values. Real estate investments are stated at appraised value. Securities are carried at market value, as quoted on major stock exchanges. Net realized and unrealized gains or losses on sales of investments are reflected in the statements of activities.

(e) *Cash Equivalents*

For purposes of the statement of cash flows, the University considers highly liquid investments with maturities of three months or less to be cash equivalents.

LUTHER RICE UNIVERSITY, INC.

Notes to Financial Statements

June 30, 2012 and 2011

(k) *Federal Taxes*

The University is exempt from Federal income taxes under the provisions of Section 501 (c)(3) of the United States Internal Revenue Code (the "Code") whereby only unrelated business income, as defined by Section 512(a)(1) of the Code, is subject to Federal income tax. The University did not have any unrelated business income tax liability for the years ended June 30, 2012 and 2011. The University is not classified as a private foundation.

(2) **Investments**

Investments are recorded at fair value and consist of the following at June 30:

	2012		2011	
	<u>Fair Value</u>	<u>Cost</u>	<u>Fair Value</u>	<u>Cost</u>
Fixed short-term investments	\$ <u>1,788,725</u>	<u>1,788,725</u>	<u>1,077,283</u>	<u>1,077,283</u>

(3) **Fair Value Measurements**

The University follows the provisions of Statement of Financial Accounting Standards Board (FASB) Accounting Standards Codification ASC 820, *Fair Value Measurement and Disclosures*, for financial assets and liabilities. Under ASC 820, fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. In order to increase consistency and comparability in fair value measurements, ASC 820 establishes a fair value hierarchy that prioritizes observable and unobservable inputs used to measure fair value into three broad levels. These levels, in order of highest priority to lowest priority, are described as follows:

Level 1: Quoted prices in active markets for identical assets or liabilities.

Level 2: Unobservable prices that are based on inputs not quoted on active markets, but corroborated by market data.

Level 3: Inputs are unobservable inputs for the asset that are supported by little or no market activity and that are significant to the fair value of the underlying asset.

The following table summarized the University's financial instruments measured at fair value on a recurring basis in accordance with ASC 820 as of June 30, 2012 and 2011:

As of June 30, 2012:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Fixed short-term investments	\$ <u>1,788,725</u>	<u>1,788,725</u>	<u>-</u>	<u>-</u>
	\$ <u>1,788,725</u>	<u>1,788,725</u>	<u>-</u>	<u>-</u>

LUTHER RICE UNIVERSITY, INC.

Notes to Financial Statements

June 30, 2012 and 2011

(7) Net Assets

Temporarily restricted net assets consisted of the following at June 30:

	<u>2012</u>	<u>2011</u>
Remainder trust funds	\$ 86,959	74,515
New building fund	100	-
	\$ <u>87,059</u>	<u>74,515</u>

Permanently restricted net assets totaling \$476,216 and \$472,066 at June 30, 2012 and 2011, respectively, consist of endowment funds whose income is restricted for scholarships.

(8) Pension Plan

The University has adopted a defined contribution pension plan covering substantially all full-time and some part-time employees, under which contributions are made to the Annuity Board of the Southern Baptist Convention. The University contributes an amount equal to 50% of the employees' contributions, up to 2.5% of compensation. Pension expense under the plan was approximately \$46,251 and \$42,472 for the years ended June 30, 2012 and 2011, respectively.

(9) Subsequent Events

Subsequent events have been evaluated through July 31, 2012, which is the date the financial statements were available to be issued. Events occurring after that date have not been evaluated to determine whether a change in the financial statements would be required.

**Appendix 7**

**LUTHER RICE UNIVERSITY, INC.**

Financial Statements

June 30, 2012 and 2011

With Independent Auditor's Report Thereon

Independent Auditor's Report

The Board of Trustees  
Luther Rice University, Inc.:

I have audited the accompanying statements of financial position of Luther Rice University, Inc. (the "University") as of June 30, 2012 and 2011, and the related statements of activities, cash flows, and functional expenses for the years then ended. These financial statements are the responsibility of the University's management. My responsibility is to express an opinion on these financial statements based on my audits.

I conducted my audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audits provide a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the University at June 30, 2012 and 2011, and its changes in net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

*James Dykhouse, CPA*

July 31, 2012

LUTHER RICE UNIVERSITY, INC.

Statements of Financial Position

June 30, 2012 and 2011

Assets	<u>2012</u>	<u>2011</u>
Cash and cash equivalents	\$ 1,498,355	1,957,923
Student accounts receivable and other, net of allowance of \$103,069 in 2012 and \$79,275 in 2011	133,216	203,653
Investments (note 2)	1,788,725	1,077,283
Prepaid expenses and other assets	203,985	208,322
Educational plant (note 4)	<u>1,615,906</u>	<u>1,595,883</u>
Total assets	\$.j 5,240,187	<u>5,043,064</u>
<b>Liabilities</b>		
Accounts payable	\$ 47,821	50,908
Accrued expenses	13,353	97,967
Student deposits and prepayments	859,025	983,335
Notes payable (note 6)	<u>298,981</u>	<u>298,981</u>
Total liabilities	<u>1,219,180</u>	<u>1,431,191</u>
<b>Net assets</b>		
Unrestricted	3,756,713	3,065,292
Temporarily restricted (note 7)	87,059	74,515
Permanently restricted (note 7)	476,216	472,066
Total net assets	4,319,988	3,611,873
Commitments (notes 6 and 8)		<u>                    </u>
Total liabilities and net assets	\$ 5,240,187	<u>5,043,064</u>

See accompanying notes to financial statements.

Appendix 8–  
Faculty Meeting Minutes for  
January through April 2012 and for  
September through December 2012

Luther Rice Seminary/University  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
January 11, 2012

Members Present:

- |                     |                    |                  |
|---------------------|--------------------|------------------|
| 1. Brad Arnett      | 7. Tony Guthrie    | 13. Marvin Jones |
| 2. James Kinnebrew  | 8. Scott Henderson |                  |
| 3. Rusty Ricketson  | 9. Tim Skinner     |                  |
| 4. Dennis Dieringer | 10. Jeff McCann    |                  |
| 5. Hal Haller       | 11. Dennis Vines   |                  |
| 6. Ron Cobb         | 12. David Mapes    |                  |

Members Absent: Sharon Atkins, David Phillips, Ben Cocar

Others in Attendance: Steve Pray, Kim Kendall

The Faculty Committee Meeting was called to order by Dr. Rusty Ricketson, Chair of Faculty Meetings, at 10:00 a.m. in the upstairs conference area. Dr. Arnett led a devotional and opened in prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Items #2 and #4 from the December 7, 2011 meeting minutes need to have the phrase "beginning July 1, 2012" added regarding Transfer Credit Hours.

Dr. Guthrie made a motion to accept the December 7, 2011 Faculty Committee Meeting minutes as amended. Dr. Mapes seconded the motion. The motion passed unanimously.

Item #2: Enrollment Statistics  
Discussion/Action

Last year on this date (January 11, 2011) LRSU had 1,035 students registered for classes. Today there are 1,232 students registered for classes. This is an increase of 197 students (19%).

Last year on this date (January 11, 2011) students had registered for 2,322 courses. This year students have registered for 2,857 courses. This is an increase of 535 courses (23%).

Item #3: Academic Advising – Independent Studies  
Discussion/Action

Clarification on the policy for processing Independent Studies was presented as follows: Requests for Independent Studies are granted to students who: 1) are 1-2 semesters away from completing their degree program and 2) are lacking 1-2 courses that will not be offered during those last semesters. This allows the student to graduate rather than waiting an additional year.

If a request for Independent Study is granted by Dr. Vines based upon the criteria listed above, the student will complete the appropriate form and submit to Sherri Humphrey for processing. Final approval of the Independent Study request rests with the overseeing professor and academic dean.

The faculty would like to limit the number of approved Independent Studies to as few as possible. Dr. Mapes has developed a fixed course schedule which would allow students to plan ahead, guaranteeing that the necessary classes would be offered which would eliminate the need for Independent Studies.

Dr. Ricketson agreed that having a minimum of 1 year scheduling would be helpful. Dr. Arnett plans to publish a schedule in mid-March covering Summer 2012, Fall 2012, and Spring 2013 semesters. Dr. Arnett also stated that all core classes on the graduate level will be offered every semester.

Mr. Pray would like to provide every student with a Plan of Action for degree programs from entrance into the school through completion of the program (graduation).

Dr. Ricketson stated that LRSU has approximately 1,300 students and few advisors. He suggested hiring part-time advisors to assist with the Academic Advising Office (AAO). Dr. Ricketson feels that students should be required to consult an advisor before registering for courses. This along with scheduling changes (listed above) would be helpful to students as well as the AAO.

Dr. Arnett instructed anyone who is advising students to contact the appropriate Department Chair with any questions they might have. Any suggestions pertaining to student advising should be forwarded to Dr. Dieringer, VP for Student Development.

#### Item #4: Master of Arts – Transfer Credit Policy Discussion/Action

If a student has completed a Master of Arts program and wishes to enter into another Master of Arts program, a maximum of 6 hours can be transferred. If a student has completed a Master of Arts program and wishes to enter the Master of Divinity program, 60 hours can be transferred until June 30, 2012. As of July 1, 2012, the number of hours that can be transferred will be reduced to 45.

Currently, if a student has completed the Master of Divinity program and wishes to enter a Master of Arts program, only 6 hours can be transferred. Mr. Pray stated that previously students who wished to enter into an additional Master of Arts program only had to complete 12

additional hours, making it possible for students to have more than one degree conferred in one year.

Because students have been advised that they can potentially have two degrees conferred in one year, two suggestions were made by Dr. Arnett:

1. Students should only be enrolled in one program at a time (no dual enrollment).
2. Master of Arts programs should be distinct from other Master of Arts programs as well as the Master of Divinity program so that this does not become an issue.

The following recommendation was presented to the faculty from the Graduate Committee:

Any student who has completed the Master of Divinity program and wishes to enter into a Master of Arts program must complete an additional 30 hours in that program.

Dr. McCann stated that institutions typically have an academic policy in place which only allows students to confer one degree at a time.

Dr. Ricketson decided to defer this issue to the Graduate Committee for the purpose of making a recommendation. This will be discussed at the February 2012 Graduate Committee meeting.

Dr. Vines asked the Graduate Committee to discuss the possibility of offering degrees with a major and minor listed on the diploma.

#### Item #5: Blackboard – Multiple Class Shells Discussion/Action

Last semester, multiple blackboard class shells were created for large classes. Dr. Arnett asked for feedback on whether to create multiple shells this semester or keep all students in one shell.

After discussion, the decision to create multiple class shells for large classes will be left to the discretion of the professor. If a professor wants additional class shells, please contact Dr. Vines. If Dr. Vines does not receive a response from professors, all students will remain in one shell.

#### Item #6: Late Policy – Uniformity Discussion/Action

A recommendation was made to the faculty from the Graduate Committee pertaining to a standardized late policy. The policy states that any graduate level assignment received late will incur a 5 point grade reduction per day including weekends and holidays. Any assignment submitted one week beyond the due date will not be accepted, resulting in a grade of zero.

The purpose of this policy is for uniformity and academic rigor at the master level.

#### Item #7: Syllabi Discussion/Action

The faculty was instructed to use the previous course syllabus template and submit all syllabi to the Department Chairs for approval.

Item #8: Grades – Incomplete  
Discussion/Action

Due to financial aid issues, the suggestion was made for faculty to post whatever grade the student has earned at the time the semester ends, even if all assignments have not been submitted. A grade of “I” (Incomplete) is not to be recorded as a final grade.

Item #9: Food/Drink in Classroom  
Discussion/Action

The consensus of the faculty is that students should be allowed to bring beverages into the classroom. However, food should not be allowed in the classroom.

Item #10: Catalog Revisions  
Discussion/Action

Any revisions to the LRSU catalog should be submitted to Mr. David Casas.

Item #11: State of Seminary Address  
Discussion/Action

Dr. Flanagan will give the first State of the Seminary address on January 25, 2012 at 10:00 a.m. All faculty and staff should attend.

The meeting was adjourned at 11:35 a.m.

All motions passed by the Faculty Committee will be forwarded to Dr. Ricketson, Chair of Faculty meetings for approval. Approved motions will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: February 8, 2012 at 10:45 a.m.  
Dr. Cocar has been assigned the February devotional.

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice Seminary/University  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
February 8, 2012

Members Present:

- |                    |                    |                      |
|--------------------|--------------------|----------------------|
| 1. Brad Arnett     | 7. David Mapes     | 13. Dennis Dieringer |
| 2. Rusty Ricketson | 8. Scott Henderson | 14. Dennis Vines     |
| 3. Jeff McCann     | 9. Ron Cobb        | 15. Sharon Atkins    |
| 4. Ben Cocar       | 10. Tony Guthrie   | 16. Tim Skinner      |
| 5. James Kinnebrew | 11. David Phillips |                      |
| 6. Marvin Jones    | 12. Hal Haller     |                      |

Others in Attendance: Ann Kerlin, Sally Shirley

The Faculty Committee Meeting was called to order by Dr. Rusty Ricketson, Chair of Faculty Meetings, at 10:30 a.m. in Woodlawn Hall, Room 201. Dr. Cocar led a devotional, followed by prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Item #8 (Grades – Incomplete) from the January Faculty Committee meeting minutes was offered as a suggestion. No action was taken. The January minutes will be amended to reflect this change.

Dr. Cobb made a motion to accept the January 11, 2012 Faculty Committee Meeting minutes as amended. Dr. Cocar seconded the motion. The motion passed unanimously.

Item #2: Introductions  
Discussion/Action

Dr. Ricketson introduced adjunct professor, Ann Kerlin and newest full-time employee, Sally Shirley to the faculty.

Item #3: Majors/Minors on Diplomas  
Discussion/Action

The issue of listing majors/minors on diplomas will be discussed at the March 2012 Graduate Committee meeting.

Item #4: Catalog Revisions  
Discussion/Action

All catalogs being distributed now have "As of January 1, 2012 Advanced Standing Is No Longer Offered" stamped on page 25.

LRSU no longer is accepting applicants into the Master of Divinity Chaplaincy program.

Item #5: Late Policy – Uniformity  
Discussion/Action

The Graduate Committee made a recommendation to the Faculty (Item #6-January minutes) regarding a standardized late policy for class assignments. This recommendation is in discussion.

Item #6: Who's Who Nominees  
Discussion/Action

Once the final list of 2012 graduates is compiled, the list will be distributed to the faculty via email so Who's Who recommendations can be made.

11:00 to 12:00 – Faculty participated in a webinar hosted by Kaltura Cross Campus Media Suite.

The meeting was adjourned at 12:10 p.m.

All motions passed by the Faculty Committee will be forwarded to Dr. Ricketson, Chair of Faculty meetings for approval. Approved motions will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: March 7, 2012 at 10:00 a.m.  
Dr. Kinnebrew has been assigned the March devotional.

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice Seminary/University  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
March 7, 2012

Members Present:

- |                     |                     |                  |
|---------------------|---------------------|------------------|
| 1. Rusty Ricketson  | 7. Sharon Atkins    | 12. David Mapes  |
| 2. Brad Arnett      | 8. Jeff McCann      | 13. Marvin Jones |
| 3. James Kinnebrew  | 9. Tim Skinner      | 14. Ben Cocar    |
| 4. Dennis Dieringer | 10. Scott Henderson | 15. Hal Haller   |
| 5. Dennis Vines     | 11. Ron Cobb        | 16. Tony Guthrie |
| 6. David Phillips   |                     |                  |

The Faculty Committee Meeting was called to order by Dr. Ricketson, Chair of Faculty Meetings, at 10:00 a.m. in the upstairs conference area. Dr. Kinnebrew led a devotional, followed by prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Dr. Guthrie made a motion to accept the February 8, 2012 Faculty Committee Meeting minutes as presented. Dr. Kinnebrew seconded the motion. The motion passed unanimously.

Item #2: Who's Who Nominations  
Discussion/Action

Dr. Ricketson encouraged the faculty to submit Who's Who nominations to Sherri Humphrey by Friday, March 9, 2012.

Item #3: Regalia  
Discussion/Action

Vanessa Nealey needs regalia forms submitted by Friday, March 9, 2012. The faculty were reminded that graduation attendance is required.

Item #4: Updates from VP for Academic Affair  
Discussion/Action

Dr. Arnett updated the faculty on several issues:

- a) The search for a full-time New Testament professor is being conducted. Dr. William Wilson has been interviewed and remains a candidate. Dr. James Davis will fly in next

week for an interview. Dr. Davis has a Ph.D. from Dallas Theological Seminary. There are several other prospects that may be called for an interview if necessary.

- b) On March 21, 2012, the faculty will be going to the Passages exhibit as part of their professional development.
- c) The computer lab in Woodlawn Hall has had its number of terminals reduced to six. Please keep this in mind if an on-campus class needs to meet in the lab.
- d) Departments Chairs will be meeting this afternoon to discuss the summer schedule.
- e) On February 27, 2012, there was an unauthorized entry in the faculty area, resulting in keys being stolen. The lock on the exterior door to the faculty offices has been changed to match all other exterior doors.
- f) Dr. Arnett distributed a survey to the faculty regarding Graduation Clearance forms. The faculty was asked to complete the survey and return to Dr. Arnett today.
- g) Effective immediately, Dr. Vines will be working from home, Monday through Friday. Dr. Vines will advise students who submit requests online. Margie Miller and Kim Kendall will be dedicated solely to the Academic Advising Office (AAO). Dr. Vines will continue to troubleshoot issues with Blackboard. He will not be required to attend committee meetings. On behalf of the entire faculty, Dr. Dieringer expressed feelings of appreciation for Dr. Vines' many years of dedicated service to LRSU.
- h) Dr. Dieringer announced that the Student Government Association (SGA) is having an apparel sale through the end of March. Order forms will be available in the faculty area.

#### Item #5: TRACS Self Study Discussion/Action

Dr. McCann announced that LRSU is ready to move to the next stage of the TRACS self study. In August 2012, the self study proposal will be submitted to TRACS. Any recommendations that have not been completed need to be addressed and a budget needs to be submitted.

Everyone will serve on one of the seven sub-committees to review standards in each area. In addition, areas in which LRSU is in or out of compliance will be identified. This will occur from September 2012 to Spring/Summer 2013. All seven reports from the sub-committees need to be uniform before presented.

The self study with documentation should be completed by July 1, 2014. LRSU will have a TRACS team visit in October 2014. The TRACS commission will make a decision regarding reaffirmation in April 2015.

#### Item #6: Faculty Evaluations Discussion/Action

Student evaluations from the Fall 2011 semester were sent to professors for review in order to complete the assessment cycle. The faculty was reminded that an evaluator will be visiting on-campus classes as part of the faculty evaluations. Online classes will be reviewed online by department chairs.

Item #7: Unlimited Partnerships  
Discussion/Action

Drs. Flanagan, Arnett, and Ricketson met with representatives from Unlimited Partnerships. This organization is a national ministry that provides students who possess minimal ministry experience the opportunity to partner with an organization in order to serve in a mentor capacity. This organization trains students to be growth oriented in pastor/staff relationships.

Several Southern Baptist seminaries as well as several participating churches are helping to fund this program. LRSU likely will participate in this partnership.

Item #8: Missions Conference  
Discussion/Action

Dr. Ricketson asked the faculty to be in prayer for the missionaries and students who will be participating in the upcoming Missions Conference.

The meeting was adjourned by 10:40 a.m.

All motions passed by the Faculty Committee will be forwarded to Dr. Ricketson, Chair of Faculty meetings for approval. Approved motions will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: April 11, 2012 at 10:00 a.m.  
Dr. Guthrie has been assigned the April devotional.

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice Seminary/University  
Meeting and Agenda Minutes  
Special Called Faculty Meeting  
March 28, 2012

Members Present:

- |                     |                    |                 |
|---------------------|--------------------|-----------------|
| 1. Brad Arnett      | 7. David Mapes     | 13. Hal Haller  |
| 2. Rusty Ricketson  | 8. Marvin Jones    | 14. Jeff McCann |
| 3. James Kinnebrew  | 9. Scott Henderson |                 |
| 4. Dennis Dieringer | 10. Tony Guthrie   |                 |
| 5. David Phillips   | 11. Sharon Atkins  |                 |
| 6. Ben Cocar        | 12. Ron Cobb       |                 |

Members Absent: Tim Skinner

Others in Attendance: James Flanagan

The Faculty Committee Meeting was called to order by Dr. James Flanagan, President, at 10:00 a.m. in the upstairs conference area.

Agenda Items

Item #1: New Faculty Member  
Discussion/Action

Dr. Flanagan announced that Mark Owens has been offered a contract for the position of full-time New Testament professor. Prof. Owens is in the Ph.D. program at Aberdeen University (ABD). Prof. Owens should complete the Ph.D. program within one year or his contract will not be renewed.

Dr. Flanagan encouraged the faculty to help acclimate Prof. Owens to LRSU when he arrives July 1, 2012.

Item #2: History of LRSU  
Discussion/Action

Dr. Flanagan reviewed the history of LRSU with the faculty:

Dr. Witty, a Methodist preacher, graduated from Asbury University. He arrived in Jacksonville in the 1930s and pastored one of the largest churches in the United States at that time. Dr. Witty divorced his first wife and remarried at a later date. He continued to pastor in an era when this was frowned upon. He later pastored Central Baptist Church.

Dr. Witty founded LRSU at the age of fifty-five. He recognized the need to further his education and entered FSU in his mid-sixties, earning a Ph.D. in English. Dr. Witty retired at the age of seventy-five.

Dr. Witty offered the Th.D. and Th.M. degrees in the mid-seventies. He eventually dropped these programs and began the D.Min. program. Well-known preachers such as Charles Stanley and Jerry Vines graduated from LRSU with a D.Min. degree. LRSU was graduating 150 D.Min. students per year during that time.

Dr. Flanagan clarified the fact that Fuller University created the D.Min. program; LRSU formalized the program.

In the late 1970s, LRSU hired approximately 4 professors with earned Ph.D. or Th.D. degrees from other institutions. Until this point, all faculty were LRSU graduates. LRSU was ten to twelve years old before having its first full-time faculty.

In 1972, Dr. Witty became the first full-time President for LRSU. In the late 1970s, some of the faculty such as Paul Enns rebelled against the distance education program and some of the theological views held by the institution. Articles regarding this can be found in previous editions of *Christianity Today*. Enns developed LRSU's current doctrinal statement. Dr. Witty denied his beliefs surrounding some of the key issues in the doctrinal statement. He did not hold to the pre-tribulation or pre-millennialist views. Dr. Witty retired in 1982.

Dr. Witty used the word transdenominational to describe LRSU. When Dr. Williams became President in 1982, LRSU aligned itself with the Southern Baptists, using words such as 'affirmed' and 'baptistic.'

LRSU bylaws state: 1) Board members must be comprised of at least eighty percent Southern Baptists and 2) all faculty must be members of Southern Baptist churches.

Dr. Flanagan stated that he attended his first faculty meeting after having worked at LRSU approximately thirty days. He, along with several others, was blamed for the 'downfall of the seminary.'

Dr. Flanagan reminded the faculty that it is important to the Board members for LRSU to hire faculty who are relatable and personable. The Board is adamant about faculty members being Southern Baptist. LRSU is not interested in pursuing the direction of Independent Baptist or Bible Church.

LRSU is looking at several Ph.D. candidates for full-time faculty positions. Among these are Ann Kerlin, Joshua Stewart, David Casas, Evan Posey, Gilbert Fields, and Rodney Massey.

Dr. Flanagan concluded by reminding the faculty to be respectful when discussing the founders' beliefs and vision. LRSU wants to carry on the legacy that Dr. Witty began.

Dr. Guthrie asked if LRSU should anticipate changes being made to the doctrinal statement. Dr. Flanagan informed the faculty that he has asked the Foundational Standards Committee to review the *Baptist Faith and Message* for the purpose of merging that with the doctrinal statement to produce a standard confessional of faith.

The meeting was adjourned at 10:35 a.m.

Luther Rice Seminary/University  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
April 11, 2012

Members Present:

- |                     |                    |                     |
|---------------------|--------------------|---------------------|
| 1. Brad Arnett      | 6. Scott Henderson | 11. Hal Haller      |
| 2. Rusty Ricketson  | 7. Tony Guthrie    | 12. Marvin Jones    |
| 3. Dennis Dieringer | 8. Ron Cobb        | 13. Ben Cocar       |
| 4. Sharon Atkins    | 9. David Mapes     | 14. James Kinnebrew |
| 5. Tim Skinner      | 10. David Phillips |                     |

The Faculty Committee Meeting was called to order by Dr. Rusty Ricketson, Chair of Faculty Meetings, at 10:00 a.m. in the upstairs conference area. Dr. Guthrie led a devotional, followed by prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Dr. Guthrie made a motion to accept the March 7, 2012 Faculty Committee meeting minutes as presented. Dr. Cobb seconded the motion. The motion passed unanimously.

Item #2: Who's Who Nominees  
Discussion/Action

Dr. Ricketson announced that Who's Who nominees have been submitted and award certificates have been mailed. Nominees will be recognized at the Graduation Banquet on May 17, 2012.

Item #3: New NT Professor  
Discussion/Action

Dr. Ricketson announced that Mark Owens was offered a contract as full-time New Testament professor. Professor Owens accepted the offer and will begin July 1, 2012. Professor Owens will be participating in the 2012 graduation events. Please be in prayer for Professor Owens' completion of his dissertation in the Ph.D. program.

Item #4: Dr. Jones  
Discussion/Action

Dr. Jones completed the comprehensive exams for his Ph.D. program. Please be in prayer for favorable results.

Item #5: Information from Dr. Arnett  
Discussion/Action

- a) There are 291 graduates in the LRSU class of 2012.
- b) Dr. Arnett will be out of town on a TRACS visit from April 23-27, 2012.
- c) Dr. Arnett distributed a Course Syllabus Template. He asked that faculty members use this as a model as courses are prepared for the Summer 2012 semester. Please be sure that the course description in the syllabus matches the one listed in the catalog. Course objectives are mapped out for all courses in the Department Curriculum Map. Please use the objectives listed in the Curriculum Map when preparing syllabi.
- d) Dr. Arnett suggested that when advising students, the faculty should encourage new students to take the Research and Writing course (RW 100 or RW 500) within their first semester.

Prof. Skinner made a motion that students entering LRSU should be required to take the Research and Writing course (RW 100 or RW 500) within the first semester. Rev. Haller seconded the motion. The motion passed unanimously.

- e) The faculty summit tentatively is scheduled for August 14-15, 2012.
- f) The faculty work schedule will be 2 days per week through graduation.
- g) The LRSU Golf Tournament is scheduled for May 17, 2012 (prior to the Graduation Banquet).
- h) Dr. Ricketson invited the faculty to his property for lunch and a day of fishing on April 18, 2012.

Item #6: Kaltura – Video Integration  
Discussion/Action

After participating in a Kaltura demonstration, a sub-committee (Brad Arnett, Ken Stokes, Sherri Humphrey) met to discuss the possibility of video integration into the Blackboard system.

Dr. Arnett wants to move towards the utilization of videos in online classes. In order to do this, beginning with the Summer 2012 semester, Dr. Arnett wants every online class to have a 5-15 minute (no more than 15 minutes) introductory video loaded into Blackboard. The next step will be to include 2-3 content related videos per course.

The meeting was adjourned at 10:50 a.m.

All motions passed by the Faculty Committee will be forwarded to Dr. Ricketson, Chair of Faculty meetings for approval. Approved motions will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: May 9, 2012 at 10:00 a.m.  
Dr. Cobb has been assigned the May devotional.

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice University/Seminary  
Meeting and Agenda Minutes  
Called Faculty Meeting  
September 12, 2012

Members Present:

- |                    |                     |                      |
|--------------------|---------------------|----------------------|
| 1. Brad Arnett     | 7. Tony Guthrie     | 13. Dennis Dieringer |
| 2. William Wilson  | 8. Jeff McCann      | 14. James Kinnebrew  |
| 3. Ben Cocar       | 9. Ann Kerlin       | 15. Tim Skinner      |
| 4. Hal Haller      | 10. Scott Henderson | 16. David Phillips   |
| 5. Ron Cobb        | 11. Sharon Atkins   | 17. David Mapes      |
| 6. Rusty Ricketson | 12. Mark Owens      |                      |

Members Absent: Marvin Jones

Others in Attendance: Ron Kroll, James Flanagan, Sally Shirley

The Faculty Meeting was called to order by Dr. Flanagan, President, at 11:00 a.m. in the upstairs conference area.

Dr. Flanagan introduced Dr. Ron Kroll, Director for Commission on Accreditation for the Association of Biblical Higher Education (ABHE), to the faculty. He mentioned that Dr. Kroll's brother, Woodrow Kroll is President of the organization *Back to the Bible*. Dr. Kroll's brother, Jerry Kroll is nearing retirement at Liberty University as a professor.

Dr. Kroll addressed the faculty regarding ABHE which was founded in 1948. ABHE was a charter member of the initial group recognized by the USDE in 1952. ABHE represents 110 accredited institutions. There are an additional 70 institutions that are affiliates or applicants.

Dr. Kroll reviewed the accreditation process: 1) The institution must indicate by letter of certification that the Board is committed to the process, 2) The institution must agree with the tenets of faith, and 3) The institution is asked to respond to 22 conditions of eligibility.

The accreditation committee makes a determination with regard to applicant status. The government has timeframes in which to subscribe. An institution has up to 5 years to achieve candidacy status (achieve ABHE requirements).

Once candidacy status is attained, the institution has an additional 5 years to achieve accredited status.

Two reviews will be conducted at the candidacy stage and again at the accredited stage.

Dr. Kroll stated that ABHE made the decision to become the accrediting agency that institutions could not live without vs. the accrediting agency that institutions had to live with. This philosophical change occurred 5 years ago under ABHE's new director.

Being an accreditation agency is the cornerstone of what ABHE does and who they are. ABHE is striving to become a services agency, as well. Nearly 50% of ABHE accredited institutions also are regionally accredited.

Dr. Kroll mentioned that a combined team visit with national and regional accrediting agencies will not happen.

Many ABHE requirements parallel SACS requirements. ABHE considers herself to be a "Renewal of a Movement," not just an accrediting agency. Dr. Kroll stated that SACS operates on a professional level individually, seeking general success through research. ABHE's institutional members work together to become successful.

The meeting was adjourned at 11:25 a.m.

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice University/Seminary  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
September 19, 2012

Members Present:

- |                     |                    |                 |
|---------------------|--------------------|-----------------|
| 1. Rusty Ricketson  | 7. Tony Guthrie    | 13. Ben Cocar   |
| 2. Dennis Dieringer | 8. Marvin Jones    | 14. Hal Haller  |
| 3. Sharon Atkins    | 9. Tim Skinner     | 15. David Mapes |
| 4. Mark Owens       | 10. Ron Cobb       |                 |
| 5. Scott Henderson  | 11. David Phillips |                 |
| 6. James Kinnebrew  | 12. William Wilson |                 |

Members Absent: Brad Arnett, Ann Kerlin

Others in Attendance: Jeff McCann, Sally Shirley

Prior to the meeting being called to order, Dr. Cobb nominated Dr. Ricketson to continue as Chair of Faculty Meetings for the academic year 2012-13. Dr. Phillips seconded the nomination. The nomination was approved unanimously.

The Faculty Committee Meeting was called to order by Dr. Ricketson, Chair of Faculty Meetings at 9:00 a.m. in the upstairs conference area. Dr. Guthrie led a devotional on the subject of Creativity, which was followed by prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Dr. Cocar made a motion to accept the May 9, 2012 Faculty Committee Meeting minutes as presented. Dr. Jones seconded the motion. The motion passed unanimously.

Dr. Henderson made a motion to accept the August 14-16, 2012 Faculty Summit minutes as presented. Dr. Cocar seconded the motion. The motion passed unanimously.

Dr. Wilson made a motion to accept the August 22, 2012 Faculty Committee Meeting minutes as presented. Dr. Phillips seconded the motion. The motion passed unanimously.

Item #2: Committee Reports  
Discussion/Action

Undergraduate Committee – No report was given

Graduate Committee – Dr. Cobb stated that major changes have been made to the MABC and MAL programs with regard to the SLOs. Dr. Wilson is working on the MACS program. Dr. Henderson is working on the MAA program.

Seminary Committee – Dr. Kinnebrew stated that the committee has met several times. As a result, the SLOs have been narrowed down for the upcoming assessment evaluation.

**Item #3: Assessment Report – Institutional Effectiveness (IE)**  
**Discussion/Action**

Dr. McCann distributed a Self-Study proposal (attached) to the committee. He stated that committee work needs to begin for the self-study.

Dr. McCann reviewed the timeline for TRACS reaffirmation, which also includes several ABHE due dates (see page 3 of proposal). Faculty and staff will work on TRACS and ABHE simultaneously in an effort to avoid duplication of work.

Dr. McCann added the following dates which are in addition to the dates stated in the proposal:

**April 2013** – 2-day consultant visit with ABHE. Also, a letter will be sent to ABHE requesting a delayed submission of the self-study along with a fall 2013 visit. Dr. Kroll stated that LRU should pursue initial accreditation rather than candidacy.

**May 1, 2013** – ABHE self-study due

**October 2013** – ABHE team visit

**December 2013** – submission of compliance document which addresses 22 conditions of eligibility

Dr. McCann reminded the faculty that a joint submission will not be approved. Two separate documents must be submitted, although both agencies basically are looking for the same information. The possibility exists that in 2015, LRU will be ready to apply for SACS accreditation.

The following seven committees have been created for the self-study (see pages 3-4 of proposal):

1. Governance Committee
2. Academic Committee
3. Faculty Committee
4. Library Committee
5. Financial Committee
6. Institutional Effectiveness Committee
7. Student Development Committee

Dr. McCann reviewed the membership of the committees (pages 4-5 of proposal), as well as the 11 standards for the self-study.

TRACS and ABHE standards will be posted as a reference for committee work after the IE retreat.

Dr. McCann mentioned that Dr. Kroll was impressed with LRU and did not see any 'red flags' pertaining to accreditation. However, LRU is out of compliance in one area. ABHE requires students to be involved in Christian service. Ninety-seven percent of LRU students are involved in ministry upon entrance into the school. LRU needs to require Christian service from students. With regard to implementation, LRU has some flexibility. The suggestion was made to tie Christian service to specific courses or students could create a Christian service portfolio to be placed in a capstone course.

LRU also needs to improve in the area of tracking the employment of graduates.

Item #4: Writing Style Manual  
Discussion/Action

Dr. Ricketson announced that David Casas is developing a writing style manual to be used by students as a reference when writing papers. Please contact Mr. Casas with any suggestions regarding format.

The meeting was adjourned at 10:10 a.m.

All motions passed by the Faculty Committee will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: October 17, 2012 at 2:00 p.m.

Dr. Ricketson has been assigned the October devotional on 'Eloquence.'

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice University/Seminary  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
October 17, 2012

Members Present:

- |                     |                    |                     |
|---------------------|--------------------|---------------------|
| 1. Rusty Ricketson  | 7. Tony Guthrie    | 13. Ron Cobb        |
| 2. Brad Arnett      | 8. Ben Cocar       | 14. Tim Skinner     |
| 3. Dennis Dieringer | 9. David Mapes     | 15. David Phillips  |
| 4. Sharon Atkins    | 10. Hal Haller     | 16. James Kinnebrew |
| 5. Mark Owens       | 11. William Wilson |                     |
| 6. Scott Henderson  | 12. Marvin Jones   |                     |

Members Absent: Ann Kerlin

Others in Attendance: Jeff McCann

The Faculty Committee Meeting was called to order by Dr. Ricketson, Chair, at 2:00 p.m. in the upstairs conference area.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Dr. Kinnebrew made a motion to accept the September 12, 2012 Faculty Committee minutes as presented. Dr. Mapes seconded the motion. The motion passed unanimously.

Dr. Jones made a motion to accept the September 19, 2012 Faculty committee minutes as presented. Dr. Dieringer seconded the motion. The motion passed unanimously.

Item #2: Committee Reports  
Discussion/Action

The following reports were presented to the faculty:

- a) Undergraduate Programs Committee – Dr. Henderson summarized the conference call from Dr. Flanagan in which the committee was instructed to reduce the number of course offerings for the undergraduate programs.
- b) Graduate Programs Committee – Dr. Ricketson summarized the conference call from Dr. Flanagan in which the committee was instructed to reduce the number of course offerings for the Master of Arts programs.
- c) Seminary Programs Committee – Dr. Kinnebrew summarized the conference call from Dr. Flanagan in which the committee was instructed to reduce the number of course offerings in the Doctor of Ministry and Master of Divinity programs.

Item #3: Report from VP for Academic Affairs  
Discussion/Action

Dr. Arnett provided the following updates:

- a) Budget Input Forms 2013-14 – Please complete and submit the budget input forms to Dr. Arnett or Mr. Hardcastle by October 31, 2012. Everyone must submit a budget form, even if no items are requested. Do not list items such as office supplies. Items that are not already allocated in the budget should be included. Feedback will be provided as to whether or not requests are granted or denied.

The Budget and Strategic Planning committees have been combined. Any questions should be directed to Dr. Arnett or Mr. Hardcastle.

- b) Spring Schedule – Dr. Arnett is finalizing the Spring 2013 course schedule.
- c) Joshua Stewart – Professor Joshua Stewart will join the full-time faculty in January 2013. Professor Stewart is pursuing a Ph.D. in Old Testament at New Orleans Baptist Theological Seminary. His anticipated graduation date is May 2013.
- d) Nemitz Presentation – Dr. Arnett will create a survey in the Faculty Development Center in Blackboard as a place to voice feedback concerning the conference held by Dr. Nemitz.

Dr. Arnett mentioned that many faculty members attended school in a traditional setting, yet most students are taking classes in a non-traditional format (online). Faculty members must engage their students using email, discussion board, videos, phone conversations, etc.

Dr. Owens expressed a concern of over-emphasizing interaction with students and neglecting course material. Dr. Arnett confirmed that engagement should be focused on instructional material.

- e) Video Presentations – Dr. Arnett mentioned that LRU has a variety of video options:
  - 1) PowerPoint to create voice-over (PowerPoint movie);
  - 2) Utilize a camera to record live classes. These must be edited due to the length of the videos. Ideally, videos will be divided into 20 minute segments and students will be asked to hold questions until the presentation is complete;
  - 3) the video studio contains a variety of backgrounds and has a green screen, allowing more creativity.
- f) ShareStream – Currently, videos are uploaded to Vimeo. A ShareStream license has been purchased for video uploads. This is a video hosting service in Blackboard. Students will be able to load videos, as well.
- g) Phone System – A new Cisco phone system has been purchased. All employees will receive new phones and new extensions. The system has greater functionality, such as the

ability to record conversations. Voice mail messages will appear in the employee's email as a voice recorded message for convenience.

- h) Annual Faculty Profile – Dr. Arnett distributed a draft of the Annual Faculty Profile for evaluations to be completed yearly. The profile will be due February 15, 2013 to allow time for the review process. Dr. Arnett will finalize the profile and implement after the fall semester.

Item #4: Foundational Standards Review  
Discussion/Action

Dr. Ricketson distributed a Foundational Standards Review Process form to be completed by the faculty members. Dr. Arnett asked committee members to familiarize themselves with LRU's foundational standards before completing the form. Please complete the form within one week and submit to Sherri Humphrey.

Item #5: Full-Time Non-Residential Faculty  
Discussion/Action

Dr. Henderson made a motion to create a new faculty designation in the Faculty Handbook for full-time, non-residential faculty. These faculty members would be issued an annual contract without being required to be on-campus. Faculty members would teach the same load as residential faculty members and would teach solely online classes. Dr. Cocar seconded the motion.

Discussion was held regarding monetary compensation. Dr. Arnett stated that non-residential faculty members would be compensated more than adjunct faculty members.

Twelve members voted in favor of the motion; three abstained.

Item #7: Definition of a Credit Hour  
Discussion/Action

Dr. Arnett distributed a proposal regarding the definition of a credit hour for review. After review, the committee suggested that the Annotated Bibliography of Five Resources be increased to 10 hours.

Dr. Owens made a motion to adopt the proposed formula for calculating a credit hour (residential and online) as amended. Dr. Cocar seconded the motion. The motion passed unanimously.

The meeting was adjourned at 3:20 p.m.

All motions passed by the Faculty Committee will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: November 14, 2012 at 9:00 a.m.

Dr. Mapes has been assigned the November devotional on 'Integrity.'

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice University/Seminary  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
November 14, 2012

Members Present:

- |                     |                    |                |
|---------------------|--------------------|----------------|
| 1. Rusty Ricketson  | 7. Scott Henderson | 13. Ben Cocar  |
| 2. Brad Arnett      | 8. James Kinnebrew | 14. Hal Haller |
| 3. Marvin Jones     | 9. Tim Skinner     |                |
| 4. Dennis Dieringer | 10. David Phillips |                |
| 5. Sharon Atkins    | 11. Ron Cobb       |                |
| 6. Jeff McCann      | 12. William Wilson |                |

Members Absent: Tony Guthrie, David Mapes, Mark Owens

Others in Attendance: Vanessa Nealey

The Faculty Committee meeting was called to order by Dr. Ricketson, Chair, at 9:00 in the upstairs conference area. Dr. Cocar led a devotional on 'Fidelity' followed by prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Dr. Jones made a motion to accept the October 17, 2012 meeting minutes as presented. Dr. Cocar seconded the motion. The motion passed unanimously.

Item #2: Health/Dental Insurance  
Discussion/Action

Ms. Nealey discussed the different options for health and dental insurance. She mentioned that whereas all employees are under Health Choice 1000 currently, all employees will have two options for the upcoming year. The choices are Health Choice 1000 and Health Choice 2000. Insurance coverage is with HighMark Blue Cross Blue Shield (not BCBS of GA). Open enrollment is November 28 and 29, 2012.

Item #3: Spring Course Schedule  
Discussion/Action

The Spring 2013 schedule has been posted online. Dr. Arnett asked the committee to review the textbook selections as soon as Ms. Yolanda Thompson makes the list available to ensure the selections are correct.

Item #4: Office Expansion  
Discussion/Action

In 3-4 weeks, three new office spaces will be built, the conference area will be enclosed, and a new work space will be created for Ms. Humphrey and Ms. Futch. The smaller upstairs conference room has been remodeled.

Item #5: Job Description – Teaching Assistant  
Discussion/Action

Dr. Arnett distributed a job description for Teaching Assistants to the committee for review.

Dr. Wilson made a motion to approve the job description for Teaching Assistants. Dr. Dieringer seconded the motion. The motion passed unanimously.

Item #6: Student Grievance Policy  
Discussion/Action

Dr. Dieringer distributed the Student Grievance Policy as stated on pages 47-48 of the LRU catalog.

Dr. Wilson mentioned that one of the questions asked for the self-study is in regards to the official record keeper for student complaints. A clearer statement needs to be published in the catalog stating who the official record keeper is.

For clarification purposes, the Student Grievance policy does not address grade appeals. This is for non-academic issues only. The policy for academic appeals is found on pages 60-61 of the LRU catalog.

Dr. Arnett asked the faculty to tell students who have complaints that there is a procedure in place that needs to be followed for resolution.

Dr. McCann mentioned that TRACS' address has changed and should be updated throughout the catalog.

Item #7: Holiday Schedule  
Discussion/Action

Dr. Arnett stated that professors can be out of the office for the Christmas holidays as soon as grades are submitted to the Registrar's office. Professors do not need to return to the office until the week of January 7, 2013. However, January 5, 2013 is New Student Orientation and all faculty members are required to be in attendance.

Review of Upcoming Holiday Schedule:

November 21-23 – Office closed for Thanksgiving

December 5 – Christmas Luncheon

December 16 – Last day of Semester

December 19 – All grades must be submitted to the Registrar's Office

December 24-28 – Office closed for Christmas

January 14 – Spring Semester Begins

January 21 – Office closed in observance of MLK Day (classes will not meet this day)

Item #8: Update from VP for Academic Affairs

Discussion/Action

- a) Course Elimination Project – Dr. Arnett has submitted the proposal regarding course eliminations to Dr. Flanagan and is awaiting a response.
- b) Nemitz Survey – Dr. Arnett was unable to post the survey regarding feedback to the conference held by Dr. Nemitz. However, notes are available for review if desired.
- c) ShareStream – the new video hosting platform has not been tested, but the building block in Blackboard has been installed. Training will be held soon.
- d) Cisco Phone System – the new phone system has been installed.

Item #9: Fire Drill

Discussion/Action

Dr. Dieringer stated that in case of an emergency, phones have been installed in all classrooms. These phones will dial 911 and internal extensions.

If an evacuation is necessary, students, faculty, and staff should be directed to the area on the other side of the parking lot. Faculty members are encouraged to take class rosters if possible to identify any missing students. Professors are responsible for making sure classrooms are evacuated. In case of fire, elevators are not to be utilized. In the event of a tornado, students should go to the Library.

The meeting was adjourned at 9:50 a.m.

All motions passed by the Faculty Committee will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: December 12, 2012 at 2:00 p.m.

Dr. Mapes has been assigned the December devotional on "Integrity."

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

Luther Rice University/Seminary  
Meeting and Agenda Minutes  
Faculty Committee Meeting  
December 12, 2012

Members Present:

- |                    |                    |                      |                 |
|--------------------|--------------------|----------------------|-----------------|
| 1. Brad Arnett     | 6. William Wilson  | 11. Hal Haller       | 16. Jeff McCann |
| 2. Rusty Ricketson | 7. Tony Guthrie    | 12. Ron Cobb         |                 |
| 3. Tim Skinner     | 8. Scott Henderson | 13. Sharon Atkins    |                 |
| 4. Ben Cocar       | 9. David Phillips  | 14. Dennis Dieringer |                 |
| 5. Marvin Jones    | 10. Mark Owens     | 15. David Mapes      |                 |

Members Absent: James Kinnebrew

Others in Attendance: James Flanagan, Thomas Mapes

The Faculty Committee Meeting was called to order by Dr. Ricketson, Chair, at 2:00 p.m. in the upstairs conference area. Dr. Flanagan opened in prayer. Dr. David Mapes led a devotional on Integrity followed by prayer.

Agenda Items

Item #1: Approval of Minutes  
Discussion/Action

Since the November faculty meeting, the date for final grade submission changed from December 18 to December 19, 2012. Dr. Ricketson requested that this be changed in the November minutes.

Dr. Henderson made a motion to accept the November 14, 2012 Faculty meeting minutes as amended. Dr. Cocar seconded the motion. The motion passed unanimously.

**\*\*Grades are due by noon on December 19, 2012\*\***

Item #2: Introduction-Thomas Mapes  
Discussion/Action

Dr. Arnett introduced Professor Thomas Mapes as LRU's newest employee. Prof. Mapes is pursuing his Ph.D. in English at Georgia State University. He will begin January 1, 2013 as a full-time General Education faculty member.

Item #3: Announcements/Updates  
Discussion/Action

- a) Grades are due in the Registrar's office by noon on December 19, 2012. Once grades are submitted, faculty members are free to leave for Christmas break.
- b) New Student Orientation – all faculty members must be present for orientation on January 5, 2013.
- c) Course Elimination Project – Committees should be working on proposed changes to the various programs regarding course elimination.
- d) Blackboard has a program regarding rubrics that pertain to course design and best practices in online education. Dr. Arnett will post information about this in the Faculty Development Center.
- e) Syllabi – Dr. Arnett mentioned that more standardization regarding the content of syllabi is needed. He is considering 2-3 parts per syllabus: 1) Instructional portion – the school would provide professors with this information which could not be modified. Course descriptions, numbers, objectives, and textbooks would be reviewed annually, 2) Bibliography – Departmental portion to be provided by professors who would meet to develop bibliographies for courses, 3) Schedule – This would include reading assignments, tests, grading distribution, etc. and would be handled on an individual level.
- f) Textbooks for Spring – Dr. Arnett instructed the faculty to check the website for any textbook changes. Any changes need to be submitted to Ms. Yolanda Thompson immediately.

The meeting was adjourned at 2:42 p.m.

All motions passed by the Faculty Committee will be forwarded to the VP for Academic Affairs and then to the Office of the President for final approval.

Next meeting: January 23, 2013 at 9:00 a.m.

Dr. Dieringer has been assigned the January devotional on "Wisdom."

Respectfully submitted,

Rusty Ricketson, Ph.D.  
Chair of Faculty Meetings

# LUTHER RICE UNIVERSITY

---

*Preparing Tomorrow's Leaders for Tomorrow's Challenges through Christian Higher Education*

---

January 24, 2013

Iowa College Student Aid Commission  
Postsecondary Registration Administrator  
603 East 12<sup>th</sup> Street, FL5th  
Des Moines, IA 50319

**RE: Application Letter of Intent - Appendix 9**

To Whom It May Concern:

Luther Rice University, Inc. proposes to offer all of its online programs in the State of Iowa. As delineated in the application, the programs include a Bachelor of Arts in Religion (BAR), Master of Arts in Leadership (MAL), Master of Arts in Biblical Counseling (MABC), Master of Arts in Christian Studies (MACS), Master of Arts in Apologetics (MAA), Master of Divinity (M.Div.), and Doctor of Ministry (D.Min.).

The university is committed to offering all of these programs to students in the state of Iowa. The university has a constituency in the state of Iowa. Luther Rice is also committed to provide alternatives for students to complete programs at other institutions if LRU closes the program before students have completed their course of study. The accrediting agency (TRACS) requires that Luther Rice implement a teach-out plan for closure of any programs.

LRU is committed to meeting all of the necessary requirements to offer degrees in the state.

Sincerely,



Dr. James Flanagan  
President

JF/sjs